

EAST VALLEY HIGH SCHOOL
PA ANNOUNCEMENT FORM

Please print clearly. Submit at least 24 hours before the date to be announced. Submit Monday announcements the week before. (Form must be completed entirely or the announcement will NOT be read.) Put completed form in RED Announcements Folder in the Main Office.

Today's Date: _____ Requested by: _____

Start Date: _____ End Date: _____

Announcement:

Write what you want us to say, the way you would like it worded in the space below. Please so not forget to enter date, time and location of your event or a contact person for more information.

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