

**THE BLAKE SCHOOL  
LOGO & NAME APPROVAL FORM**

***Note: To ensure the process of producing logo/name items goes smoothly, BE SURE TO OBTAIN ALL APPROVALS AT LEAST 2 WEEKS PRIOR TO PRINTING/APPLYING.***

Group using logo/name: \_\_\_\_\_  
*Example: Diversity Committee/Parent Association*

Primary Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Event or Program Description: \_\_\_\_\_  
*Examples: Lower School Book fair, Band uniforms, etc.*

Item(s) description & how logo/name will be used/applied (feel free to attach sample or sketch below):  
*Examples: THE BLAKE SCHOOL oval logo applied to back of new hockey jerseys; THE BLAKE SCHOOL type/ name applied to Lower School Book Fair note cards, top center.*

Approval: \_\_\_\_\_

Date:

Cathy McLane, Director of Marketing & Communications

Completed forms will be copied and placed in appropriate files, e.g. Parent Association, Communications, other.