

# **O RANGE HIGH SCHOOL ANNOUCEMENT FORM**

## **Announcement Request**

Do you have a club, team or activity that you would like the entire school to know about? Would you like to congratulate a student or group for a job well done? Complete the accompanying announcement information sheet to be read over the PA during morning announcements. Please fill out the form below and return it to the main office no later than the day before the announcement. Thank you

**PLEASE PRINT ALL INFORMATION CLEARLY**

Name of Advisor: \_\_\_\_\_ Date(s) to be announced: \_\_/\_\_/\_\_

Name of Activity/Club/Group/Team: \_\_\_\_\_

Please write the statement you wish to be read over the PA system.

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