



Okobojo Community Schools Brand Logo Usage - Approval Form

To expedite your request, please state the who, what, why and where by answering the following questions: (If you have several designs, you may include them all in one form)

- Where will the trademark be used and how?

- Who will be producing the item that will be bearing the trademark? Provide complete name and contact information.

- Please attach a pdf of your artwork, and a sample of the material, ONLY if it is Maroon, to be used and notate the pantone logo color on the artwork.

- Your name and contact information?

- Please email this document to: tabrahamson@okobojo.k12.ia.us
 - For Signage and all other purposes: **(8-10 business days before your vendor's deadline)**
 - For Apparel **(2 business days before your vendor's deadline)**
 - For State Appearances or other urgent needs - please submit accordingly and indicate your reason for urgency and when you need the approval by.

Brand Logo Committee: Superintendent, Marketing Professional, Logo Committee Member