



# FCPS Logos – Usage Request Form

Frederick County Public Schools  
191 South East Street  
Frederick, Maryland 21701

FCPS Form 200-20F  
[Regulation 200-20](#)  
February 2023

Clear Form

1. Name of outside organization or individual: \_\_\_\_\_

2. Contact information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

3. Request to use: (Check one or both)

FCPS Logo     Specific school logo (enter school name) \_\_\_\_\_

4. Describe how the logo will be used (e.g., signage, clothing, print). Include details and drawings if applicable.

5. Describe intended purpose for using the logo.

6. Indicate time period permission is requested (i.e., from start to end).

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

7. Is logo being used for commercial gain?

Yes     No

8. If you answered 'yes' to question 7, has licensing agreement been obtained from FCPS chief of staff and legal counsel?

Yes     No

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Approved: Yes  No