Event Name

# Date:

# Time:

# Location:

## For More Info:

## Contact:

**Stoneleigh PTA Style Guide – Black & White Full Page Flyer**

1. Event name should be in all capital letters, font preferably Ariel or Helvetica Neue.
2. Event date should include the day of the week.
3. The location should include the specific area at the school where the event takes place, if applicable.
4. Include the URL for your committee or event’s webpage on the Stoneleigh PTA website ([www.stoneleighpta.org](http://www.stoneleighpta.org)). Reach out to stoneleighpta.comms@gmail.com prior to distributing your flyer if you wish to add additional content to your page.
5. Include the email address for your committee if applicable – not your personal email address, example: [stoneleighpta.greens@gmail.com](mailto:stoneleighpta.greens@gmail.com)

Annual Ice Cream Social

# Date: September 23rd, 2016

# Time: 6pm-8pm

# Location: Stoneleigh Front Parking Lot

The Stoneleigh PTA invites you to the Annual Ice Cream Social. Come enjoy an evening of friends, music, Rita’s Italian Ice and Uncle Wiggly’s ice cream. This is not a drop-off event. All children must be accompanied by an adult.

## For More Info: <website link here>

## Contact: Name of contact and email address here.

*(Please cut here and return with check to your child’s teacher or the PTA box in the lobby by <date RSVP needed>)*

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**Yes, I will attend:**

Family/Child Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Youngest Child’s Homeroom: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Any other data needed: \_\_\_\_\_\_\_\_\_\_

Total (check payable to Stoneleigh PTA): $\_\_\_\_\_\_\_\_\_\_\_

*\*\*\*Any additional notes for tear-off sheet \*\*\**