



# Public Education Materials Request

Minimum of 1 week notice is required  
Please complete the following information and  
fax to (815) 725-7239 or email to [cdemarco@willcounty9-1-1.com](mailto:cdemarco@willcounty9-1-1.com)



Date of Order: \_\_\_\_\_ Date Needed: \_\_\_\_\_

9-1-1 Educational Materials requested by: \_\_\_\_\_

Agency/Organization Representing: \_\_\_\_\_

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

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

E-Mail Address: \_\_\_\_\_

Describe the details of your education outreach:

Event: \_\_\_\_\_

Date: \_\_\_\_\_ Location: \_\_\_\_\_

Target Audience: \_\_\_\_\_ Approximate number of total people reaching \_\_\_\_\_  
*Check all that apply*

Elementary-aged children \_\_\_\_\_ Middle School-aged children \_\_\_\_\_

High School \_\_\_\_\_ Adults \_\_\_\_\_

Senior Adults \_\_\_\_\_ Other \_\_\_\_\_

Special Material Request:  
\_\_\_\_\_  
\_\_\_\_\_

\*Materials will be distributed on Tuesdays and Thursdays only. You will be contacted when your request is ready for pick up. Materials remaining 1 week after designated pick up time will be returned to the shelf and the materials will need to be re-ordered.

*Office Use Only* – Materials Distributed

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