



**McDonald's Assembly Program**  
**Attn: David Trieglaff, Director**  
**P.O. Box 178553**  
**San Diego, CA 92117**

**Or fax to: (858) 605-1322**  
**Attn: David Trieglaff**

## Ronald McDonald School Assembly Request Form

Thank you for your interest in the Ronald McDonald School Assembly Program. These educational assemblies are offered free of charge to elementary schools. Due to the large number of requests we receive, it is highly suggested to send in this form as far in advance as possible. *All requests are dealt with on a first come, first served basis.*

The assembly may be performed for as many students as the room can safely hold. We request students be seated on the floor, instead of chairs, bleachers, or benches. If more than 400 students will be attending the assembly, a second assembly may be requested, pending availability.

The performances are scheduled on Wednesdays, Thursdays or Fridays and are approximately forty minutes in length. However, please schedule an hour timeframe for the assembly, to allow time for the students arrival, seating, and dismissal. ***We are currently scheduling shows for January, 2018 and beyond for the 2017-'18 school year, as August - December, 2017 dates filled up very quickly.***

If you have any questions, please contact Ronald's Program Director, David Trieglaff, at [ronaldprogram@san.rr.com](mailto:ronaldprogram@san.rr.com) or (858) 216-4320.

**Please note: This is a request form only, not a confirmation letter. Ronald's Program Director will contact you after this is received to confirm and finalize performance dates/times.**

Requested Show:                    "On the Inside: The Importance of Good Character!"  
 (Subject to Change)                "Everyday Leader with Ronald McDonald!"

Requested Date of Appearance: \_\_\_\_\_ Time: \_\_\_\_\_

Alternate Date(s): \_\_\_\_\_ Time: \_\_\_\_\_

Name of School: \_\_\_\_\_

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

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_

Contact Person, Position: \_\_\_\_\_

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

Principal's Name: \_\_\_\_\_

Estimated number of students at the assembly: \_\_\_\_\_ Grades: \_\_\_\_\_

McD Office

**McDonald's use only:**

**O/O:** \_\_\_\_\_ **McD:** \_\_\_\_\_ **AD:** \_\_\_\_\_ **CL:** \_\_\_\_\_ **TRM:** \_\_\_\_\_