

**DOUGHERTY VALLEY HIGH SCHOOL**  
*10550 ALBION ROAD SAN RAMON, CA 94582*  
*PHONE (925) 479-6400 FAX (925) 479-6597*  
*REVISED 3-2-09*

**MARQUEE BIRTHDAY REQUEST FORM**

Dougherty Valley High School has a program available to its students on their birthday. A birthday advertisement may be run on the main marquee for one day. Due to limited space, only the student's *Name*, *Happy Birthday*, and *who it is from* will appear in the message. Each message is \$20.00 payable to Dougherty Valley High School. The completed form and payment is due at least one week prior to the date the message is to run on the marquee. The Marquee Birthday Request Form may be picked up in the front office or a copy can be emailed to you by contacting Victoria Felix at 925 479-6400 or [vfelix@dvhigh.net](mailto:vfelix@dvhigh.net). The form and payment must be hand-delivered to the front-office. Forms returned via e-mail will not be accepted.

**Name of student:** \_\_\_\_\_

**Date to run message:** \_\_\_\_\_

**Example message to run on the marquee:**  
"Happy Birthday to John Smith Love Mom and Dad."

**Marquee Birthday Message:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Office Use Only: Payment received \_\_\_\_\_ Check # \_\_\_\_\_