

ANNEX D
STREAMER POSTING FORM
(Externally-Sponsored Streamer Announcements & Advertisements)

Endorsing Unit (EU): _____ Date filed: _____
Contact Person: _____ Contact # / Office Local: _____
Sponsor (External Party): _____
Title of Activity: _____ Date of Activity: _____

Endorsed by: _____ Department/Unit Head	Recommending Approval: _____ Immediate Head
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Approved for material used: _____ ERMaC	Date Received: _____ Date Approved: _____
Remarks for Disapproval : _____ _____	

Approved for Posting: _____ Marketing Communications Office	Duration of Posting: _____ _____
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Received for Posting: _____ Buildings & Facilities Maintenance Office	Date Received: _____
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To be filled out in triplicate: ERMaC Copy; (2) BFMO Copy (attached to Streamer for posting); (3) Requisitioner's Copy

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