

# BOWEN DIRECTORY UPDATE FORM

The Bowen PTO distributes a FREE school directory to families and staff every fall. Class lists, names, addresses, phone numbers, and email addresses are included. Please ensure that your information listed below is **correct and complete**, and provide us with any missing information. If the mother (Parent 1) has same last name as the child, that cell will be blank.

**ONLY IF** you have corrections, please reply to this email with your corrections, **NO LATER THAN Wednesday, September 21. If we do not get corrections or a return email requesting that your information be omitted, it will be published in the directory as is.**

If you have any questions, please contact me at (617) 935-9202 or reply to this email.  
Thank you!  
*-- Laurie Utstein, PTO Directory Editor*

Child's Last Name	
Oldest Child at Bowen Name/Gender	
Oldest Child Teacher	
2 <sup>nd</sup> Child at Bowen Name/Gender	
2 <sup>nd</sup> Child Teacher	
3 <sup>rd</sup> Child at Bowen Name/Gender	
3 <sup>rd</sup> Child Teacher	
Parent 1 First Name	
Parent 1 Last Name	
Parent 2 First Name	
Parent 2 Last Name	
Street Address	
City and Zip	
Home Phone	
Main Email address	
Second Email address	

## DIRECTORY OPTIONS

The PTO will publish all of the information listed on this form unless otherwise instructed.

Please indicate below if you do not want all of your information published.

Omit some information from the directory:

- Main email address
- Second email address
- telephone number
- street address
- other (please specify):

*If parents have separate addresses and you wish to list both addresses in the Directory, please fill in the spaces below:*

Parent living at this Address	
Street Address, City, Zip	
Phone Number at this Address	
Email at this Address	