

FUNDRAISER REQUEST FORM

This form is to be submitted to the building principal **no less than two weeks prior** to any proposed fundraising activity, school service project and/or community service project. Failure to fully complete this request form in a timely manner may result in the denial of the request.

Sponsoring Group: _____ Date Request Initiated: ____/____/____

Proposed fundraiser will run from ____/____/____ through ____/____/____

Fundraiser or Activity Title: _____

Description of Fundraiser or Activity: _____

How these funds are to be used: _____

Will there be open solicitation for donations, products or services? Yes ___ No ___

If Yes: What type: _____

By whom: _____

How obtained: _____

Origin of Sale Items:

Vendor: _____

Contact: _____

Address: _____

City: _____

State: _____

Phone: (____) _____

To whom will product or service be sold? _____

Will students be going door to door? Yes ___ No ___

Are awards, prizes, or incentives being offered to students? Yes ___ No ___

If Yes, what types: _____ Approx. value: \$ _____

What is the anticipated revenue from this fundraiser? \$ _____

Additional information/comments: _____

Form completed and submitted by:

Please PRINT Name

Signature

____/____/____
Today's Date

Approved by:

Principal's Signature

____/____/____
Today's Date

Superintendent's Signature

____/____/____
Today's Date

Preparing well-rounded, lifelong learners who are able to meet life's challenges.