

FUND RAISING REQUEST

Please submit the Request Form to the school building administrator at least two weeks in advance of the proposed activity. Approval from school and/or superintendent of schools will be required.

STUDENT/ORGANIZATION _____

ADVISOR/CONTACT PERSON _____

SCHOOL _____ DATE SUBMITTED _____

1. Description of fund raising activity:

2. Purpose of fund raising activity:

3. Dates/Time/Location of fund raising activity:

4. Item(s) to be sold at fund raising activity (include any handouts, brochures, etc.):

5. Describe how funds from fund raising activity will be used to support school program.

6. Specific needs for fund raising activity (e.g. classroom in school building, etc.):

Building Administrator Approval _____ Date: _____

Superintendent Approval _____ Date: _____

(The school district does not allow fund raising which requires K-12 students to make door-to-door sales.)