

FUND RAISING ACTIVITIES FORM
SCHOOL-RELATED ORGANIZATIONS

1. Name of organization conducting fund raiser: _____
2. Name of organization's president/chairperson/sponsor responsible for fund raiser:

3. Item to be sold and method to be used in fund raiser process: _____

4. Cost per fund raising item: _____
5. Approximate period of time for fund raiser - Date begin _____ Date end _____
6. Financial goal and main objective of fund raiser: _____

7. How will money raised in drive be spent? _____
8. Will students be involved in fund raising project? Yes _____ No _____ If yes, how?

9. What will happen to funds if goal is not achieved? _____

10. Name of insurance carrier and date of liability insurance for this fund raiser: _____

11. Are there any other fund raisers in progress for your organization? Yes _____ No _____
If yes, explain: _____

Signature of Sponsor: _____ Date: _____

NOTE: A copy of the fund raising policy should accompany this form. Upon completion, this form will be submitted to the school board treasurer.

Office Use Only

Signature of Principal: _____ Date: _____

Are there any other fund raisers in progress in the district? Yes _____ No _____ If yes, explain: _____

Copies to: Principal
Sponsor
School Board Treasurer via the Superintendent

Within five school days of receipt of this request, a signed copy of this form will be returned to the sponsor after being placed on the school calendar.