

REQUEST FOR FUNDRAISING ACTIVITY

Complete one (1) copy and submit it to the building principal. If the principal approves, s/he will forward it to the Superintendent's office for review. After the Superintendent signs the form, it will be returned to the building principal. Requests must be submitted two (2) weeks in advance of the proposed activity.

This request is valid only for the time period specified below.

ORGANIZATION \_\_\_\_\_

PRESIDENT/SPONSOR \_\_\_\_\_

PERSON IN CHARGE OF ACTIVITY AND HOME TELEPHONE NUMBER:

Name \_\_\_\_\_ Telephone \_\_\_\_\_

TYPE OF FUNDRAISING ACTIVITY \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DATE OF ACTIVITY \_\_\_\_\_ Time: From \_\_\_\_\_ To \_\_\_\_\_

PURPOSE OF FUNDRAISING ACTIVITY \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

REQUESTED BY \_\_\_\_\_ Date \_\_\_\_\_

Organization Administrator/(Signature)

Faculty Sponsor

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APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ \_\_\_\_\_ DATE \_\_\_\_\_

Principal's Signature

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ \_\_\_\_\_ DATE \_\_\_\_\_

Superintendent's Signature