

FUND RAISING REQUEST FORM

Organization sponsoring fundraiser event: _____

Organization advisor's name: _____ Phone No. _____

Organization president: _____

Requested dates for fundraiser From _____ To _____

Timeframe, if applicable _____

What items, food products, etc., will be sold? _____

Where will fundraiser be held or distributed: _____

What company will be used? _____

Company contact person's name: _____

Approximate cost of item(s) being sold: _____

Must item(s) be stored when received? Yes No

If so, where? _____

What special arrangements (if any) must be made concerning the above fundraiser activity?

What will the profits be used for? _____

Date received _____ Approved Denied

Reason denied: _____

Assistant Principal's Signature

Fundraising for the purpose of defraying expenses of approved activities and or organization is recognized as one of the normal activities of a school group. Each fundraising activity sponsored by an organization or class must be approved by the assistant principal prior to finalizing fundraiser with a company. Classes and organizations must show a sound need for money, along with the detailed plans before approval will be granted. In all forms of fundraising, advisors should make the most of the education opportunities offered by the project. All fundraising activities must be approved by the advisor before requesting final approval by the assistant principal prior to finalizing fundraiser with a company. Fundraising activities must be supervised by the advisor.

1. All fundraising programs must be cleared through the assistant principal prior to finalizing fundraiser with a company.
2. No more than **one** fundraising activity of the same type will be allowed take place at any one time unless approved by the assistant principal.
3. The administrator must be consulted in regard to storage of sale items.

ITEMS NEED TO HAVE TAX ADDED IF APPLICABLE, TAX EXEMPT NUMBERS WILL NOT BE GIVEN OUT FOR FUNDRAISERS.

Please refer to Policy 229 on the next page for more information.

WATTSBURG AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: STUDENT FUNDRAISING

ADOPTED: 09/19/2011

REVISED:

<p>1. Purpose</p> <p>2. Definition</p> <p>3. Authority</p> <p>4. Delegation of Responsibility SC 511</p> <p>Pol. 618</p>	<p style="text-align: center;">229. STUDENT FUNDRAISING</p> <p>The Board acknowledges that solicitation of funds from students must be limited because compulsory attendance laws make the student a captive donor and such solicitation may disrupt the educational program of the schools.</p> <p>For purposes of this policy, student fundraising shall include solicitation and collection of money by students in exchange for goods or services.</p> <p>The Board prohibits the collection of money by a student for personal benefit in school buildings, on school property or at any school-sponsored activity. District students are not obligated to conduct door-to-door sales for fundraising activities.</p> <p>Collection of money by approved school organizations may be permitted by the building principal.</p> <p>The Superintendent or designee shall develop rules and administrative regulations to implement this policy which:</p> <ol style="list-style-type: none"> 1. Limit the number of fundraisers in a year for any group. 2. Describe permitted methods of solicitation that do not place undue pressure on students or patrons. 3. Limit the kind and amount of advertising for solicitation. <p>The building principal shall distribute this policy and relevant procedures to each student organization granted permission to solicit funds.</p> <p>Funds solicited shall be controlled by Policy 618.</p> <p>References: School Code – 24 P.S. Sec. 511 Board Policy – 000, 618</p>
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