

# Maryville City Schools SSO Fundraiser Request

School Support Organizations must obtain approval from the Director of Schools and/or School Principal for each fundraising activity. Approval must be granted before commencing any actions on the fundraiser.

School approval is required to ensure fundraisers are being conducted to benefit the school, not similar in nature to other fundraisers planned at the school, and do not create scheduling conflicts with other fundraisers.

SSO Name: \_\_\_\_\_

Fundraising Activity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fundraiser Dates: Beginning Date \_\_\_\_\_ Ending Date \_\_\_\_\_

SSO Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Planned Use of Fundraiser Profits: \_\_\_\_\_  
\_\_\_\_\_

Requested by: \_\_\_\_\_  
SSO Officer (Signature) \_\_\_\_\_ Date \_\_\_\_\_

SSO Officer Name (Print) \_\_\_\_\_ Officer Title \_\_\_\_\_

Approved by: \_\_\_\_\_  
School Principal (Signature) \_\_\_\_\_ Date \_\_\_\_\_

Director of Schools (If necessary) \_\_\_\_\_ Date \_\_\_\_\_