



Pembroke Public Schools

Solicitation of Funds and Materials Request Form

This form must be submitted no less than two weeks prior to the event.

See page 2 for policy on solicitation of funds.

Name of Student, Sponsoring Organization, Club or Activity: _____

Club Advisor or Organization Contact Name: _____

Telephone Number: _____ Email Address: _____

Activity/Event Information

| Date(s) | Location | Start Time | End Time |
|---------|----------|------------|----------|
| | | | |

All Proceeds from this Event will Benefit

Description of Activity or Event

For Non-Student Initiated Solicitations of Funds or Materials Only:

Is your organization an approved Pembroke School District External Support Organization? Yes No

If No:

Does your organization have a tax ID number? Yes No

Do you have a bank account in the name of your organization? Yes No

If you have any further information you would like to include for consideration, please attach it to this form.

By signing below you agree to comply with Pembroke School Committee Policies. For any use of a school facility, you must complete an Application for Use of School Facilities and submit it to the building administrator for approval.

Applicant Signature _____

Date _____

Printed Name _____

For Office Use Only

Application Approved
 Application Denied. Reason: _____

Principal [Student Initiated] _____
Superintendent of Schools [Non Student Initiated] _____

Date _____



Pembroke Public Schools

Pembroke School Committee Policy

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PUBLIC SOLICITATIONS IN THE SCHOOLS

The Pembroke School Committee (PSC) will place limits on commercial activities and fundraising activities in the schools for the following reasons:

1. The school system should provide students, parents and employees some measure of protection from exploitation by commercial and charitable fundraising organizations.
2. The school system should not give the public the impression of generally endorsing or sanctioning commercial and fundraising activities.
3. Commercial and fundraising activities may disrupt school routine and cause loss of instructional time.

Following these guiding statements, the superintendent and/or his or her designee may permit occasional commercial or fundraising activities related to the objectives of the schools with the following exceptions:

1. No direct solicitation of students or employees may take place without the permission of the PSC.
2. No general or class distribution of commercial or fundraising literature may take place without the permission of the PSC.

ADOPTED: January 19, 2010