SME All Sports Booster Club
Funds Request Form

Requestor Information

Name _____

Sport _____

Email _____

Project name _____

Contractor Information

Company _____

Contact Name _____

Address _____

City, State _____

Completion date _____

Total Project Cost _____

Requested Amount _____

Scope of Request: (What, Where & Why)

Request Information

☐	Checked for District funding Spilt with Team club(s)	**If so what is the Split?**
☐	Three Bids Present	**If not why not**
☐	Benefit other Teams?	**Please list them.**
☐	Diagram Attached?	
☐	Cost Breakdown Attached?	

Estimated Time before replacement:

Last Request & Date:

This Item has been requested in the past. List details..

AD Acceptance ☐

Submitted by **Date**

Cost Breakdown

List of Materials and Costs

Qty.	Description	Cost	Total
		Subtotal	
		Tax rate	
		Tax	
		Grand total	