

**TEMECULA VALLEY UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA SITE REQUEST**

DONATION

Date Prepared: _____ School Site: _____

Governing Board Date Requested: _____

Name of the Donating Organization: _____

Address: _____

Description of item/s offered for donation and how the item/s will be used (include how this donation will benefit students).

(Cash) (Check) (Money Order) please circle one Dollar Amount Donated:	Complete this section only if the donation is money (i.e. cash, check, or money order). \$ _____ ***** Notation: Do not place a dollar value to a donation that is not cash, check or money order (the District does not validate monetary value).														
Deposit to account number:	<table border="1" style="width:100%; border-collapse: collapse; text-align: center;"> <tr> <th style="width:12.5%;">Fund</th> <th style="width:12.5%;">School</th> <th style="width:12.5%;">Resource</th> <th style="width:12.5%;">PY</th> <th style="width:12.5%;">Goal</th> <th style="width:12.5%;">Function</th> <th style="width:12.5%;">Object</th> </tr> <tr> <td> </td> <td> </td> <td>0600</td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>	Fund	School	Resource	PY	Goal	Function	Object			0600				
Fund	School	Resource	PY	Goal	Function	Object									
		0600													
Deposit to A.S.B./Student Council:	Yes <input type="checkbox"/> Club name (if applicable)														

Request prepared by: _____

Site contact person: _____

Reviewed and Approved by: _____ Date: _____
Site Principal/Administrator

Additional Comments: _____

District Office Review and Approval - if required

Library/Media approval: _____ I.M.S. approval: _____ Transportation approval: _____ Maintenance & Operations approval: _____ Risk Management approval: _____

For Business Support Services Use Only:

Date request received: _____ Scheduled Board Agenda date: _____

Date of Governing Board approval/denial: _____ Date of notification to site and donating party: _____

Assistant Superintendent Business Support approval: _____