

CITY OF ST. CHARLES SCHOOL DISTRICT
School Fundraiser Approval Form (Food & Non-Food)

If this fundraiser or food sales is not approved exempt, any food items sold must meet all nutritional parameters as stated by DESE. The Food Service Director will assist with determining if items are within guidelines. Please attach nutrition labels.

Date: _____ Submitted by: _____ Email: _____ School: _____

Fundraiser (without food) (*Skip boxes below—complete remainder of form.*)

Fundraiser (with food) sold during school day (*see boxes below and complete remainder of form.*)

Exempt (one day fundraiser—with Principal approval).

Five (5) exemptions are allowed per year/each building per DESE. One day duration only. Exempt does not require nutritional information.

_____ of 5 Principal Signature _____

Exempt After Hours (*Time frame is 30 minutes after school day to 11:59 p.m.*) Time of event: _____

Non-Exempt (any food sold to students during the day including school stores and vending). Product labels must be included. (*Time frame includes midnight the night before to 30 minutes after school day ends.*)

Fundraiser/School Store/Vending (circle one) location: _____

Sponsoring Organization: _____

Sponsor's Signature: _____

***Sponsor will be responsible for attaching nutritional information on all food items being sold and any available brochures, etc.**

Approximate number of participants: # _____

Fundraiser Company- Name: _____

Address: _____

Phone: _____ Email: _____

Agent: _____

Type of product or service being marketed: _____

How funds will be utilized: _____ Estimate school profit of total sales _____ %

Dates of Fundraiser: Beginning dates/times: _____ Ending dates/times: _____

Building Principal

Asst. Superintendent - Business

Director - Food Services
***Required if food sold during school day**