Fundraising Vendors

Potential fundraising vendors must complete an application to become an approved vendor for the district. A list of approved fundraising vendors can be found on the Google Drive under the shared files.

Fundraising application forms, instructions, and rules can be downloaded from the Business and Financial Services website. Only approved vendors can be used for Waco ISD fundraising services. This requirement is only for student and campus activity funds and excludes parent organizations and booster clubs.

Vendors without school district experience and vendors offering a profit of less than 30% will not be awarded, unless deemed to provide a student benefit (i.e. Scholastic Book Fairs, student photos, etc.).

Fundraising vendors that are school district employees will not be approved. Photography vendors must go through the fundraising approval process even if the district will not profit from their services. Vending machines are also subject to approval; however, the district currently has contracts in place for Dr. Pepper brand vended items, as well as for the snack machines in select campuses. Any new vending machine would need to be approved. Examples of other types of vending machines that would need to be approved include pencil machines and sticker machines.

Please plan accordingly for the length of time for the approval process. Since all new fundraising vendors must complete an application and references must be verified, it may take one to two weeks to get a proposed vendor processed through the system. Any scheduled fundraisers with vendors that are not yet approved will need to be cancelled or postponed until they become approved.