



Parent Organization Fundraising Approval Form

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Please submit fundraiser request forms at least 15 days before the event for principal approval. Principals are asked to review and return the form at least 10 days before the fundraiser to allow enough time for promotion and preparation.

Name of the Parent Organization: _____

Contact Person: _____ Phone #: _____

Campus: _____ Principal: _____

Name of Fundraiser: _____

Start Date/Time: _____ End Date/Time: _____

Location of Fundraiser: _____

Purpose of
Fundraiser: _____

Description of Fundraiser: (example: the name of the vendor being used, items to be sold, in-person or online sales, donations, solicitations)

Acknowledgement

Date & Time Form Submitted: _____

Form Submitted By: _____
(Parent Organization Name and Officer Name)

Form Received By: _____
(Campus Personnel)

Approval

Fundraiser Approved: _____ Fundraiser Denied: _____

Reason for Denial: _____

Principal Signature: _____ Date: _____