

FUNDRAISING

TO ALL COACHES, ASSISTANTS OR VOLUNTEERS:

- 1. ANY FUNDRAISING EVENT FOR YOUR TEAM MUST BE APPROVED BY THE ATHLETIC DEPARTMENT!**

- 2. AN ELECTRONIC FUNDRAISER REQUEST FORM MUST BE COMPLETED BY THE COACH FROM AKRON WEBSITE HOME PAGE/STAFF E-MAIL (if you are a coach who is also a teacher at ACS)**

- 3. *OR* IF YOU DO NOT HAVE ACCESS, INFORMATION MUST BE SUBMITTED TO THE ATHLETIC SECRETARY WHO WILL COMPLETE THE ELECTRONIC FORM FOR YOU.**

- For questions about fundraising, please contact the Business Office at (716)542-5024.**

- The Financial Handbook for Extra-Curricular Activities is available on the Business Office section of the school website.**

**DO NOT BEGIN A FUNDRAISING EVENT
WITHOUT PROPER APPROVAL!**