

Amesbury High School
Fundraising Application Form

Prior to advertising for and/or conducting any fundraiser, you must get approval from the principal or their designee. Please follow these steps:

- **Complete and submit this application** at least two weeks before your proposed fundraiser date.
 - Once approved, the original application will be kept in the main office, and you'll receive a copy.
 - If your application isn't approved, it will be returned to you with an explanation.
- **Complete a Facilities/Calendar Request Form** online by visiting this website:
<https://ma40.mlschedules.com/>. *(Please note that you will need to complete this form regardless of the location of your fundraiser. There are options for "Fundraiser" and "Virtual".)*

Name of Organization: _____

Name of Fundraiser: _____

Today's Date _____ Date(s) of Fundraiser: _____

Submitted by: _____

Staff responsible for Supervision of Fundraiser: _____

Description of Fundraiser (attach any additional info/resources if needed):

Description of how the funds raised will be used:

Please note that it is expected that 100% of proceeds will directly benefit the fundraising project.

Applicant Signature: _____ Date _____

☐ Fundraiser Approved

☐ Fundraiser Denied; More Information Needed

Principal/Designee Signature: _____ Date _____

For Office Use Only

☐ Facilities Form Completed

☐ Copy of Application Returned to Applicant