



Chavez Collegiate High School

Associated Student Body



FUNDRAISER CHECK-OUT/IN FORM

ADVISOR(s):

1. Use one form for each activity.
2. These records must be maintained by the advisor; do not permit a student to maintain these records.
3. Inform the student(s) what is expected from the fundraiser (read Student portion below).
4. Attach a copy of this to the Debt Owing Form and turn into ASB within 2 weeks after the fundraiser.

Club/Class/Organization Name:

Activity description (ex. Gram Fund., FB Fund., etc.):

Dates of activity (ex. Jan. 3 – 15, 2006):

Items being sold (ex. Valentine Grams):

Purpose/How funds raised will be used:

Supervisor(s) of Activity:

STUDENT(s):

By signing your name, you agree to participate in this fundraiser under the following conditions:

1. You will not allow your sale of the product(s) to disrupt regular classroom instruction.
2. You will retain all funds collected from this sale and at no time will you use any of the funds in any way other than to return all the funds to your advisor.
3. When you have sold the entire product that you have checked out, you will return all the funds you have collected to your advisor.
4. You understand that if you do not return funds and/or products for what you have checked out within one week of the end of the sale, you will be responsible to Cesar E. Chavez HS for any funds that you owe. You may also not participate in any ASB sponsored event until the funds have been turned in or the products have been returned to the club.

[illegible]