Western High School
Booster Acknowledgement Form
2026-2027

Sport / Organization _____

Coach / Sponsor _____

Executive Board Members & Titles:

President		Secretary	
Vice President		Treasurer	
Other		Other	

Where does your booster club bank? _____

_____ As a Booster Club/Parent Organization, we have been informed that we should obtain our own Federal ID Number and Florida Sales Tax Exemption Number as we CANNOT use the School's.

_____ We will maintain our own mailing address and refrain from using the school's name or address for purchases or deliveries.

_____ We will inform the principal/designee of all fundraising activities by completing a "Letter of Agreement."

_____ We will conduct all business in such a way as to clearly distinguish booster club activities from student/school activities. All public announcements, programs, tickets, etc. will clearly indicate that the function is sponsored by our organization.

_____ We will conduct all sales and monetary transactions without involving any School Board Employees.

_____ We will not implicate the school or any School Board Employee in our transactions.

_____ Groups involved with selling concessions on school property must provide a letter specifically outlining how these revenues will be expended to directly benefit or support the students.

As an executive board member of the booster club that serves the sport or organization above, my signature verifies that I received the booster club guidelines. It also acknowledges responsibility for reviewing the appropriate district policies and procedures with the necessary school employees.

Name (please print) _____Signature _____

Contact Number _____

Principal's Signature_____