

Morrice Area Schools

Fund-raiser request



No FUNDRAISER may be conducted or advertised without approval from Central Office.

Name of the person <u>and</u> group requesting the fund-raiser					Date		
What products/services will be sold?							
Cost range of the products							
Fund-raising company							
Address							
City		State		Zip Code		Phone	
Where will the products/services be sold?							
Beginning date of sale			Ending date of sale				
How much do you expect to net?							
What do you propose to do with the money earned?							
If supplies/equipment are to be purchased – will these items be turned over to the school district?					YES		
					NO		
School policies concerning “Fund-Raisers”							
If approval/permission is granted for the above fund-raiser, you must realize that all money collected is to be deposited into the school internal fund account. (You will be given a receipt for all deposits.) In addition, any funds needed to purchase APPROPRIATE items/equipment are to be paid by school check from this account. Under NO circumstances are you to keep money collected at home or in your own bank account.							
Do you agree to abide by this policy?				YES		NO	
Signature of sponsor:					Date		

*Signature of

Principal:

*Must have prior to submitting to Central Office.

To be completed by Central Office

Approved		Rejected	
Superintendent's Signature		Date	
Comments if applicable:			

Photocopy returned to sponsor on _____