

# Fundraising Approval Form



SA – Draper



SA – Independence



SA – Bluffdale



SAHS

Current Date: \_\_\_\_\_

*This form must be completed and submitted to the Principal a minimum of two weeks before the first proposed date of the planned event. Please do not notify parents or students until you have received written approval.*

Name of organization: \_\_\_\_\_

Name of person supervising fundraising activity: \_\_\_\_\_

Proposed Date(s) First \_\_\_\_\_ Second: \_\_\_\_\_

Estimated cost to your organization

Item: \_\_\_\_\_ Cost: \_\_\_\_\_

Item: \_\_\_\_\_ Cost: \_\_\_\_\_

Total: \_\_\_\_\_

Projected Profit: \_\_\_\_\_

Pre-Planned use for proceeds: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe in detail the event: (location, times, audience, logistics, etc.) Attach extra sheet if necessary.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List vendors involved: \_\_\_\_\_

Will students, staff, or others be solicited on school property? \_\_\_\_\_ If so, provide detailed explanation: \_\_\_\_\_

Is a signed contract required? \_\_\_\_\_ If so, please attach for approval.

The purpose of this form is to prevent multiple organizations from conducting fundraisers at the same time or with the same or similar items and to coordinate fundraising activities at the school.

## For Office Use Only

Approved

Denied

Approved with the following conditions or days: \_\_\_\_\_

\_\_\_\_\_

Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_