

**REQUEST TO CONDUCT FUNDRAISING ACTIVITY**

**Group Conducting Activity** \_\_\_\_\_

**Name of Activity** \_\_\_\_\_

**Date of Activity** \_\_\_\_\_

**Description of Activity** \_\_\_\_\_

**Purpose of Activity (How will the funds be used?)** \_\_\_\_\_

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

**Who will be in charge** \_\_\_\_\_

**Contact information for individual**

**Phone** \_\_\_\_\_

**E-mail** \_\_\_\_\_

**Signature of person making request** \_\_\_\_\_

**Principal's Signature (required for building/group fundraisers)** \_\_\_\_\_

**Athletic Director's Signature (required for athletic fundraisers)** \_\_\_\_\_

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**Approved** \_\_\_\_\_

**Denied** \_\_\_\_\_

**Superintendent's Signature** \_\_\_\_\_