



# WATCHUNG HILLS FUND-RAISING REQUEST FORM

Board Policy 9191 requires written permission from the principal before any fund-raising activity can occur. To obtain that permission, the booster club or parent association representative or the student club advisor must complete and submit this form to the director of athletics and co-curricular activities. If the event is approved by the director and the principal, the signed form will be returned to the group's representative and fund-raising can begin. This form must be completed fully and submitted no less than 3 weeks prior to the event.

Fund-raiser activity: \_\_\_\_\_

Date(s) requested: \_\_\_\_\_

Booster club or parent association/student club: \_\_\_\_\_

Representative responsible for coordinating and supervising event: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Describe the fund-raising activity:

\*Item(s) for which you plan to raise funds: (Please check at least one):

Team meals     Team banquet     Team uniform     Team gear     Team equipment

Apparel     Donation     Prom     Supplies for club     Scholarships

Describe the items (All designs for t-shirts, banners, posters, or similar items must be attached):

Estimated dollar amount to be raised:    \$ \_\_\_\_\_

Athletic Director's Approval:     YES     NO    \_\_\_\_\_    Signature \_\_\_\_\_    Date \_\_\_\_\_

Principal's Approval:     YES     NO    \_\_\_\_\_    Signature \_\_\_\_\_    Date \_\_\_\_\_