



IGDG-E

FUNDRAISING REQUEST FORM

Date Submitted: _____

Date(s) of Activity: Start _____ Finish _____

Date Principal Approved: _____

Sponsor Fundraiser: _____

Additional Sponsor(s): _____

Approve: _____ Deny: _____

Principal Signature/Date: _____

Approve: _____ Deny: _____

Business Manager Signature/Date: _____

Organization: _____

Student Treasurer: _____

Setup Time: _____

Number of people involved: _____

Space Needed/Used: _____ Chairs, Lighting, Tables, Podium, PA, Risers, Piano, AV Equip, Risers (circle)

Custodial/Labor needed: _____

Cost of Labor: _____ may not apply

Estimated Receipts: \$ _____

Estimated Costs: _____

Project Description: _____

Purpose of Funds Collected: _____

Other Supporting Information: _____

This document **MUST** be completed for all fundraising activities relating to schools **PRIOR** to the start of the fundraising activity. Please send original to Business Manager/Superintendent for approval. Copy will be returned following signatures.

Approved: February 20, 2012