



CLINTON COMMUNITY SCHOOL DISTRICT STUDENT
FUNDRAISING ACTIVITY REQUEST FORM

A STUDENT FUNDRAISING ACTIVITY REQUEST FORM MUST BE SUBMITTED FOR APPROVAL BY SCHOOL BUILDING PRINCIPAL/ ATHLETIC DIRECTOR PRIOR TO ANY FUND-RAISING ACTIVITIES BY SCHOOL CLASSES, CLUBS OR OFFICIAL SCHOOL GROUPS OR BY ANY NON-SCHOOL ORGANIZATIONS USING STUDENTS IN DIRECT SALES OF ITEMS, THIS INCLUDES ALL ADVERTISING, SOLICITING, PROMOTION AND SALES.

Organization/Club: _____

Building: CSH CES Date Submitted: _____

Advisor: _____

Name/Type of Fundraising Activity: _____

Date(s) fundraiser to be held: Start Date: _____ End Date: _____

Item(s)/Service(s) to be sold: _____
i.e. Butter Braids, 50/50 raffle, baskets, concert donations, donation, gas pumping

Purpose of the Fundraiser: _____
what is the intended use of the proceeds - i.e. scholarships, expenses, tournaments

If selling products who is the vendor: _____
Check made payable to

Payment will need to be paid:
☐ Before delivery ☐ At time of delivery ☐ Check can be mailed

Vendor preferred payment method: ☐ Check ☐ Credit Card
If check is needed before or at time of delivery, invoice/documentation must be sent to Business Office minimum 3 business days prior

Do you need to sign a contract: ☐ Yes ☐ No
All contracts must have District Administrator approval before signing

☐ APPROVED Principal/Athletic Director: _____

☐ DENIED District Administrator: _____

Reason for denial: _____ Date: _____

FOR BUSINESS OFFICE USE ONLY:

Approved: _____ Date: _____

You will receive an email from the Business Office once through the approval process.
Please do not start promoting/soliciting until you receive the email.