Booster Club / PTO Fundraising Request Form

Section 1: Organization & Event Details

School Name: _____Organization Name: _____

Advisor/Sponsor: _____ Email: _____

Phone: _____ Fundraiser Title: _____

Purpose of Fundraiser: _____

Start Date: _____ End Date: _____

Type of Fundraiser (check all that apply):

☐ Product Sales   ☐ Event-Based   ☐ Donations   ☐ Online   ☐ Other:

Explain _____

Section 2: Fund Management & Goals

Fundraising Goal ($): _____Estimated Expenses ($): _____

Estimated Net Profit ($): _____

How will funds be handled?
_____

Are any vendors involved? ☐ Yes ☐ No → If yes, name:
_____

Section 3: Advertising & Promotion

Promotion methods (check all that apply):

 ☐ Flyers ☐ Website ☐ Email ☐ Social Media ☐ Other: _____

Will students participate in sales or promotion? ☐ Yes ☐ No

If yes, explain how: _____

Section 4: Administrative Use Only

Principal/Administrator Review: ☐ Approved ☐ Not Approved

Comments:
_____

Signature: _____ Date: _____

District Approval:

Signature: _____ Title: _____ Date: _____