

CITY OF SALEM SCHOOLS Fund Raising Projects

This form is to be submitted to the Office of the Chief Financial Officer at least two weeks prior to the beginning of any fund raising project done in the community in behalf of any Salem school or PTA.

Fund raising projects conducted exclusively in-house within a school require only the principal's approval. Filing this form is not necessary for such projects.

Name of School _____ Date _____

Name of Sponsoring Organization _____

Briefly describe the fund raising project. Please include the name of the company (if any) supplying fund raising products and anticipated net profit:

Date of Project: _____

*Will students be involved in door-to-door sales of a product? Yes _____ No _____

****Salem City School Board Policy JL prohibits door-to-door solicitations by elementary students.***

Explanation of how funds will be used: _____

Signature of Principal

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Permission for this fund raising project is:

Approved _____ Denied _____ for the following reasons:

Date _____ Signature of Chief Financial Officer _____