

STUDENT ORGANIZATION FUNDRAISER FORM

Recognized student organizations are allowed to participate in fundraising activities. This form registers two types of fundraising; (1) sales and (2) solicitation of donations. Please complete the following and return it to the Assistant Director of Student Activities at least two weeks prior to the scheduled event or solicitation. Completion of this form does not guarantee approval of your fundraiser; you will receive approval from the Office of Campus Life via email.

Organization Information

Name of Organization _____

Contact _____ Phone _____

Email _____

State your purpose for fundraising (please be specific):

Sales

Items/products to be sold (please check all that apply)

- Bakery/Food Items
- T-shirts
- Event Tickets
- Raffle Tickets
- Other (Please describe) _____

Proposed location of sale: _____

Requested date and time of your sale: _____

Soliciting Donations

If your organization is soliciting donations from individuals or businesses, the solicitation must be approved by the Office of Campus Life. You must receive approval before contacting the people or companies. You may use the back of this form if necessary.

Name of company: _____

Address: _____

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Address: _____

Name of company: _____

Address: _____

Signatures

Organization President's Signature and Date

Organization Advisor's Signature and Date

Office Use

Date Received _____

Approval Status _____

Approval Signature _____

Date Group Notified _____