

Regional School Unit 25
Fundraising Information & Approval Form

Fundraising activities by students, school-affiliated organizations and community groups in support of the schools and school activities **must be approved in advance** by the Superintendent of Schools and comply with RSU 25 policies.

Date of Submittal: ____/____/____

Contact person: _____

Daytime phone: _____ Email: _____

Name of the group organizing the fundraising activity: _____

Date(s) of the activity (from): _____ to: _____

Please outline your fundraising plan:

- a. Activity: _____
- b. Expected expenses: _____
- c. Expected earnings (net expenses): _____
- d. Intended use of the money? _____
- e. Current balance in group's account: _____
- f. Total Fundraising Goal: _____

Who will be asked to participate in your activity, purchase goods, attend event? (Please check all that apply)

- Students, grades: _____
- Parents
- Local businesses
- Alumni
- Event attendees (ticket sales)
- Other (please explain): _____

Does your plan involve students soliciting donations or purchases? Yes No

Does your plan include the sale or distribution of food, beverages, or branded items (clothing, logo items)?
 Yes No *(If yes, please provide short description of fundraising activity)*

Are there any contracts to be signed? Yes No

If yes.....(please provide a copy of the contract)

- a. Who is the contract between? _____
- b. Who is expected to sign the contract? _____

Have you checked to see if there are any other fundraising activities scheduled for the same time within RSU 25?
 Yes No

Approval: _____

Superintendent

Date: _____
_____/_____/_____

CC: Building Principals, PTO, AABC