

SPORT CLUB FUNDRAISING APPROVAL FORM

Sport Club Name _____ Date _____

Fundraiser Leader _____ Phone # _____ Email _____

Date (s) of Fundraiser _____ Location address _____

Will this be an ongoing fundraiser (merchandise sales, alumni letter drive)? YES NO (please circle)

If this fundraiser is going to take place off campus please provide contact name and details

Contact Name: _____ Phone # _____ Email _____

Please describe the details of this fundraising activity:

Expected amount to be raised \$ _____ Actual amount raised \$ _____

- Fundraised money must be deposited with the Sport Clubs Office or a Sport Club Outside Account the next business day.
- If the club anticipates collecting a large amount of cash on a weekend day, please inform the Sport Clubs Office so that arrangements can be made to secure the money in the Sport Club Office
- If your selling a product, please use receipts or some type of log sheet

Sport Club President _____ Date _____ Sport Club Treasurer _____ Date _____

Sport Club Advisor _____ Date _____

For Sport Club Office Use Only:

Sport Club Coordinator: _____ APPROVED _____ DENIED _____ Date: _____
