

Lake of the Woods School
Fundraising Approval Form

Please complete the fundraising approval form at least two weeks in advance before the first proposed date of the fundraising event. School administration must approve the fundraiser before any arrangements are made. Upon approval, a Facilities Request Form will need to be completed by the requestor and approved by the Community Education Office.

Name of Organization: _____

Contact Person: _____ **email:** _____@lakeofthewoodsschool.org

Description of Fundraiser: _____

Proposed Dates: *First:* ____/____/____ *Second:* ____/____/____ *Third:* ____/____/____

Proposed Plan with Details: (Location, Times, Audience, Logistics, etc). Attach extra sheet, if necessary.

Estimated cost to your organization: (list the details of items below)

Item: _____ **Cost:** _____
Item: _____ **Cost:** _____
Total: _____

Projected profit: _____

Plans for spending profit: _____

Signatures:

Requestor: _____ **Date:** ____/____/____

Building Principal: _____ **Date:** ____/____/____

Superintendent: _____ **Date:** ____/____/____

_____ **Accepted** _____ **Denied**

Upon approval, a Facilities Request Form will need to be completed by the requestor and approved by the Community Education Office.

updated: 8/26/2019

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