



## SPORT CLUBS FUNDRAISING PROPOSAL FORM

- All activities must be approved prior to any action taken
- Please complete this form below and submit to a Competitive Sports Administrator for review
- Once received, a determination will be made and a notice will be sent directly to the Club President
- The fundraiser is to be reported on the club's End of Semester Report

Date Submitted: \_\_\_\_\_

Club: \_\_\_\_\_

Club President: \_\_\_\_\_

1. What is the type of fundraiser (e.g. hosting a tournament, bake sale, percentage night, etc.)? Please be specific:

\_\_\_\_\_

2. If it applies what is the contact information of the fundraiser organizer? Include name, title, phone, email:

\_\_\_\_\_

3. Describe the fundraiser details. Include dates, times, locations, and length of arrangement:

\_\_\_\_\_

4. Will the club have to sign a contract agreement to obtain the fundraiser? YES or NO? IF YES. EXPLAIN:

\_\_\_\_\_

5. Are there any overhead costs involved with the fundraiser arrangement? YES OR NO? IF YES EXPLAIN:

\_\_\_\_\_

6. Comment/Notes/Concerns:

\_\_\_\_\_

**By signing below, I acknowledge the information submitted is accurate to my knowledge. I also realize that I and/or other club members found to have misappropriation of funds with the agreement will face disciplinary consequences:**

Club President (Signature) \_\_\_\_\_ Date \_\_\_\_\_

OFFICE USE ONLY: DATE RECEIVED: \_\_\_\_\_ APPROVED BY: \_\_\_\_\_