## Dover-Eyota Public Schools REOUEST FOR FUNDRAISING ACTIVITY

Board approved 3/9/98 Date Form Revised 4/30/99. 9/16/04, 1/2005, 3/4/05 1. Name of your organization Name of your representative School Grade/Group Advisor Current amount in Activity Account \$ Type of fundraising activity – a) Please be as explicit as you can by indicating what services or goods are going to be sold or auctioned, how they are going to be sold or auctioned (is the public coming to you or are you going out to the public), and whether you will be seeking contributions in any form (money, coupons, free services, merchandise, etc.) from individuals or businesses in order to hold the fundraiser. If need be, continue your explanation on the reverse of this form. b) If you will be seeking a monetary donations only, indicate which group or groups you will be contacting and how much money you will be seeking from them: \$ Dover Fire Department Eyota American Legion Eyota American Legion Auxiliary \$ Hiawatha Valley SnoSeekers \$ Aid Association for Lutherans \$ Bremer Bank \$ \$ Other: Other: 5. Purpose of fundraising event (indicate specific equipment/services to be purchased or activities resulting from fundraising efforts) Dates of event: Anticipated Profit Percentage (anticipated receipts less expenses, divided by receipts)) Profit Goal \$ (how much does group hope to make after all expenses are deducted) Approval:

REFER TO POLICY 511 – Student Fundraising for complete fundraising rules and guidelines. There are 3 more forms required for a fundraiser:

PARENT NOTIFICATION OF STUDENT PARTICIPATION IN FUNDRAISING ACTIVITY FORM CUSTOMER NOTIFICATION OF FUNDRAISING ACTIVITY FORM FUNDRAISER ACCOUNTABILITY REPORT

Date

Date

Signature of Advisor

Signature of Principal

# PARENT NOTIFICATION OF STUDENT PARTICIPATION IN FUNDRAISING ACTIVITY

Da	te		
Na	me of organization		
Scł	nool Advisor		
1.	Type of fundraiser: (i.e., car wash, indicate product to be sold, etc.)		
2.	Date or dates of fundraising event:		
3. Purpose of fundraising event (indicate specific equipment/services to be purchased or activity resulting from fundraising efforts)			
4			
4.	Dates of event		
5.	Anticipated Profit Percentage % (anticipated receipts less expenses, divided by receipts)		
6.	Profit Goal \$ (how much does group hope to make after all expenses are deducted)		
	NOTES:		
	All student participation in a fundraising project will be voluntary. Parents are advised that if students do sell goods door to door, it should be done with adult supervision and in the student's immediate neighborhood and family. Parents of students involved in the fundraiser may give a cash donation of goods instead of having their student fundraise.		
	Copies of the Customer Notification of Fundraising Activity Form is being provided for your student to give to each purchaser so that they know how the profits will be used and have contact information in		

case questions or problems arise.

#### Dover-Eyota Public Schools

#### CUSTOMER NOTIFICATION OF FUNDRAISING ACTIVITY

Date		Attachment C Send with students to give to each
Name of organization	n	customer
Advisor	Phone Number	
DEAR PROSPECTIV	VE CUSTOMER:	
We are selling	(list type of products)	
in order to raise mon	ney for .	
We appreciate your s Dover-Eyota Public	support! If you do not wish to purchase an item, we welcom Schools.	e donations made out to
If you have any quest Advisor named above	tions about this fundraiser or have problems with your orde e.	r, please contact the
CUST	Dover-Eyota Public Schools OMER NOTIFICATION OF FUNDRAISING A	CTIVITY
Date		
Name of organization	n	
Advisor	Phone Number	
DEAR PROSPECTIV	VE CUSTOMER:	
We are selling	(list type of products)	
in order to raise mon	ney for .	
We appreciate your s Dover-Eyota Public	support! If you do not wish to purchase an item, we welcom Schools.	e donations made out to
If you have any quest	tions about this fundraiser or have problems with your orde	r, please contact the

Advisor named above.

### **Fundraiser Accountability Report**

Submit within 30 days of completed fundraiser.

Attachment D
Submit to
District Office
within 30 days
of end of sales

#### TODAY'S DATE

Group name Advisor

Type of fundraiser

Dates of fundraiser to

Anticipated Profit Percentage % listed on approved Fundraiser Form

Actual profit Percentage received %

Anticipated Profit Goal \$ listed on approved Fundraiser Form

Actual profit \$

The fundraiser produced \$ less / more (circle one) than anticipated.