

**BRISTOL PUBLIC SCHOOLS**  
**FUND-RAISING REQUEST FORM**

Name of Organization \_\_\_\_\_ Sponsor  
\_\_\_\_\_

Date(s) of Fund Raiser \_\_\_\_\_

Account Established with the School?    ☐ Yes    ☐ No

Copy of Invoice and/or contract attached?    ☐ Yes    ☐ No

Type of Fund Raiser:    ☐ In School    ☐ Out-of-School    ☐ Both

Nature of Fund Raiser: \_\_\_\_\_

A. Items(s) to be sold \_\_\_\_\_

B. Vendor: \_\_\_\_\_

C. Cost of Merchandise: \_\_\_\_\_

D. Anticipated Gross: \_\_\_\_\_

E. Anticipated Organizational Profit: \_\_\_\_\_

F. If not "selling", state nature of fund-raiser:  
\_\_\_\_\_

G. Nature and Extent of student involvement:  
\_\_\_\_\_

Purpose of Fund Raiser (be specific):  
\_\_\_\_\_

Return this form, completed, to Activities Director(s) or Principal ten (10 school days prior to the fund raiser (6 weeks prior to fundraiser if Board of Education approval is required for gross amounts of \$50,000 or more). The fundraiser is NOT confirmed until it has been approved on this form. School accounts must be established and invoices and vendor contract are to be attached to this form.

Fund Raiser Approved    ☐ Yes    ☐ No

Principal \_\_\_\_\_

Superintendent \_\_\_\_\_

Principal \_\_\_\_\_

Superintendent \_\_\_\_\_