

Riverton PTO

Fundraising Request Form

Thank you for requesting to raise funds for the Riverton School PTO. Please fill out the form below and submit to the board/VP Fundraising either by email - www.rivertonpto.com or placed in the PTO mailbox. You will be contacted with any questions and/or a follow-up meeting. No contracts with any vendors are to be signed until this form is approved - contracts need approval by board.

Date of Submission: _____

Name of Fundraising Event: _____

Date of Event: _____

Location of Event: _____
(all school events must be approved by Mrs. Eck)

Description of the Fundraising Event for which approval is being sought:

Permit or Licensing Needed: _____

Outside solitiations needed: _____

Volunteers Needed: _____

Projected amount of funds to be raised: _____

Contact Person(s) for Event:

<u>Name</u>	<u>Phone</u>	<u>Email</u>
_____	_____	_____
_____	_____	_____

Final Approved by:

PTO President - Jenny Ferroni *Date*

PTO VP Fundraising - Jen Waldhauser *Date*

Superintendent - Mary Ellen Eck *Date*