



# SENECA VALLEY



## Booster Club Manual

### APPENDIX D 2019-20 Fundraising Form

DATE: \_\_\_\_\_ ORGANIZATION: \_\_\_\_\_  
 PRESIDENT: \_\_\_\_\_ SPONSOR: \_\_\_\_\_  
 EMAIL ADDRESS: \_\_\_\_\_  
 ADDRESS FOR RETURN MAIL: \_\_\_\_\_

REQUESTED DATES: Starting Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_  
PURPOSE: Is this for your general account: Yes \_\_\_\_\_ No \_\_\_\_\_  
 Is this for a specific item? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If "yes", amount needed: \_\_\_\_\_

*(Note: Outside fundraisers will not be approved for more than 1 month; In house fundraisers approved for 2 weeks only.)*

TYPE:  
 Selling in S.H.S. \_\_\_\_\_ Selling in I.H.S. \_\_\_\_\_ Selling in M.S. \_\_\_\_\_ Building & Outside Sales \_\_\_\_\_ One-Day Sale \_\_\_\_\_  
 Selling in E.C. \_\_\_\_\_ Selling in C.V.E. \_\_\_\_\_ Selling in Row. \_\_\_\_\_ Selling in Haine \_\_\_\_\_ Outside Sales Only \_\_\_\_\_

IF SALE OF ITEM: Item Name: \_\_\_\_\_ Price Per Unit: \_\_\_\_\_ Percent of Profit: \_\_\_\_\_ Supplier: \_\_\_\_\_  
IF ACTIVITY: Type of Activity: \_\_\_\_\_ Date of Activity: \_\_\_\_\_ Location of Activity: \_\_\_\_\_

FOR SPONSOR:  
 I understand our organization must adhere to the schedule as approved by the administration. I will do everything possible not to interfere with any other organization's scheduled time.

Signature \_\_\_\_\_

**RETURN TO ATHLETIC/ACTIVITIES OFFICE at the Senior High School, 128 Seneca School Road, Harmony, PA 16037**

\* All food items sold on campus must meet district nutritional guidelines \*  
**\*\*NO products containing peanuts can be sold on campus as a fundraiser\*\***

Approved: \_\_\_\_\_ Rejected: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: (Athl./Activity Director) \_\_\_\_\_

Approved: \_\_\_\_\_ Rejected: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: (Bldg. Principal) \_\_\_\_\_

Comments: \_\_\_\_\_  
 \_\_\_\_\_

DATE SUBMITTED: \_\_\_\_\_ TIME: \_\_\_\_\_ SECRETARY: \_\_\_\_\_

**Note: Copy of approval will be kept on file in Athletic/Activities Office, appropriate Principal's Office, and sent to Sponsor.**