

**London Independent School District
Authorization to Conduct a Fund Raiser Form**

Club: _____

Fund Raiser Information:

Fund Raiser Title: _____

- A. What type of merchandise or service will be sold or provided?

- B. How will the merchandise or service be sold or provided (e.g. catalog sales, individual sales to students on campus, prepaid orders, etc.)?

- C. Fund raiser will be conducted from _____ to _____
(Month/Year) (Month/Year)
- D. Funds generated will be used for _____
- E. Is this a taxable sale? Yes No If taxable, will this sale count as one of the two tax-free sale days permitted each calendar year? Yes No

Projected Sales and Expenses:

Total Projected Sales	\$ _____
Total Projected Expenses	\$ _____
Projected Net Profit	\$ _____

Sponsor Certification:

I hereby certify that a Profit/Loss Statement will be completed and submitted to the campus principal within 30 days after the termination of the fund raising activity. In addition, I certify that all monies collected will be deposited to the Business Office in accordance with the district's cash handling procedures.

Sponsor's Signature: _____ **Date:** _____

Authorization:

() **Approved** **Principal:** _____

() **Disapproved** **Date:** _____