

**COLUMBUS MUNICIPAL SCHOOL DISTRICT**  
**Fundraiser / Crowdfunding Request Form**

This form must be completed and have administrative approval before entering into any agreement with a vendor, before any advertising and before any solicitation begins.

Fundraisers requested by clubs and activities that are part of the school's student activity program will be prioritized over fundraisers of external clubs and activities.

(Print) School Name: \_\_\_\_\_

Is the requesting club or activity a  school student activity program/club or an  outside organization?

Will the resulting money be collected by  school employees or  members of an outside organization?

(Print) Name of Activity/Sport/Outside Organization \_\_\_\_\_

(Print) Full Name of Sponsor/Coach/Outside Officer \_\_\_\_\_

Dates of fundraising activity (Beginning and Ending) \_\_\_\_\_

Location of fundraising:  In school only  In Community Only  In School and Community

Describe the fundraiser:

\_\_\_\_\_

**If a contract with an outside money vendor is required, please attach the unsigned contract to this request form.**

# of students Involved \_\_\_\_\_ Anticipated Revenue \$ \_\_\_\_\_

Anticipated use of revenue:

\_\_\_\_\_  
\_\_\_\_\_

Approved  Denied \_\_\_\_\_  
Signature of Principal Date

Approved  Denied \_\_\_\_\_  
Signature of Business Manager Date

Approved  Denied \_\_\_\_\_  
Signature of Superintendent Date

Complete after Fundraiser:	Total Revenue Generated: \$ _____
Actual use of revenue:	
_____	
_____	