

ROUND ROCK INDEPENDENT SCHOOL DISTRICT

PTA/Booster Club Fundraising/Sale Permission Request

Organization _____ Campus _____

Describe the purpose(s) of this sale/activity, for which the net proceeds are to be used: _____

Description of fundraiser and/or items to be sold: _____

Sale/activity location: _____ Facility usage request submitted: Yes ___ No ___ NA ___
(gym, cafeteria, lecture hall, online, etc.)

Start and ending date of sale/activity: _____ Time of day of sale/activity: _____

Vendor _____

Company Name	Representative	Phone
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I have requested permission to conduct a money-raising activity, and I will be responsible for the accountability of all monies collected. Permission must be received from the District prior to conducting the activity.

Submitted by:

PTA/Booster Requestor's Signature Date

PTA/Booster Event/Fundraiser Chair Printed Name

PTA/Booster Event/Fundraiser Chair Phone #

PTA/Booster Event/Fundraiser Chair email address

PTA/Booster President's Signature Date

PTA/Booster President Printed Name

PTA/Booster President Phone #

PTA/Booster President email address

Approved by:

_____ School/Staff Sponsor's Signature <i>(if applicable)</i> Date	_____ Admin Assoc/Bookkeeper's Signature Date
_____ School/Staff Sponsor Printed Name <i>(if applicable)</i>	_____ Admin Assoc/Bookkeeper Printed Name
_____ Principal/Director's Signature Date	_____ Director of Finance's Signature Date