



Hamilton County Board of Education

Project no. \_\_\_\_\_
(Example 2010-1)

FUNDRAISER AUTHORIZATION

Revised 7/10/13

SCHOOL NAME \_\_\_\_\_

Date of fundraiser: Beginning \_\_\_\_\_ Ending \_\_\_\_\_

- Sponsoring group: [ ] SCHOOLWIDE
[ ] CLUB, CLASS \_\_\_\_\_
[ ] SCHOOL SUPPORT ORGANIZATION
\_\_\_\_\_

- Description of the project: [ ] RESALE ITEMS \_\_\_\_\_
(Attach Vendor Contract if applicable)
[ ] CHARITY \_\_\_\_\_
(On behalf and for the benefit of an outside party)
[ ] OTHER (camp, tournament, and etc.) \_\_\_\_\_

Account's name \_\_\_\_\_ Fund Balance \_\_\_\_\_

Estimated profit: \$ \_\_\_\_\_

- Profits to be used for: [ ] GENERAL ADMINISTRATIVE EXPENSES
(of sponsoring group)
[ ] RESTRICTED FOR: \_\_\_\_\_
(restricted for uniforms, trips, and etc.)

- Accountability: [ ] SCHOOL BOOKKEEPER
[ ] VENDOR COMMISSION
[ ] SCHOOL SUPPORT ORGANIZATION

Requested by \_\_\_\_\_ Date \_\_\_\_\_
Sponsor's Signature

Approved by \_\_\_\_\_ Date \_\_\_\_\_
Principal's Signature

Approved by \_\_\_\_\_ Date \_\_\_\_\_
Superintendent's Approval

NOTE: Send the original form (no copies) to Sandra DeLaune, Finance Department.