



LAKE OF THE WOODS
School

Lake of the Woods School Fundraiser Request Form

Please complete the fundraising approval form *at least two weeks prior to the first date of the fundraiser*. School administration (your Supervisor) must approve the fundraiser before any arrangements are made. If the fundraiser involves food or beverage, please complete the Food/Beverage Fundraiser Request Form and attached to this form. If the fundraiser involves an event at the school, please complete a Facility Use Form and attach to this form.

Name of Organization: _____

Contact Person: _____ **Email:** _____@lakeofthewoodsschool.org

Description of Fundraiser: _____

Dates: _____

Proposed Plan w/Details: (Location, Times, Audience, Logistics, etc). Attach extra sheet, if necessary.

Spending Plan for Fundraised Money:

Goal to Fundraise: _____

If making specific monetary requests of individuals or organizations, please attach a list of those people and organizations you will be asking.

Are you asking either the County Board or City Council? YES NO

If yes, please make sure to get your request and amount specially approved with your Supervisor.

Requestor: _____ **Date:** _____

Supervisor: _____ **Date:** _____

_____ **Accepted** _____ **Denied**