

Clay Tarpley, Superintendent  
Ken Alexander, Business Manager

# HAMILTON PUBLIC SCHOOLS

Louis Lowe, High School Principal  
Mona Gloff, Middle School Principal  
Jennifer Zschiesche, Elementary Principal  
Gina Poe, Curriculum & Technology Coor.

400 South College  
Hamilton, Texas 76531



Building the future, one student at  
a time

## DISTRICT FUND-RAISING REQUEST FORM

**Requester's Name:** \_\_\_\_\_

**Organization Name:** \_\_\_\_\_

**Proposed Start Date of Fund-raising Activity:** \_\_\_\_\_

**Proposed End Date of Fund-raising Activity:** \_\_\_\_\_

**Purpose of Fund-raising Activity:** \_\_\_\_\_

**Items or type of items to be sold:**

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|--------------------------------------|-------------------------------|
| <i>For business office use only-</i> |                               |
| <i>Date of Deposit</i> _____         | <i>Accounts Payable</i> _____ |

As the activity sponsor, I understand that all funds must be turned in to the Administration Building at the end of the fundraising event and I will not have any fundraisers without the approval of proper school administration.

**Employee Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Supervisor's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Superintendent** \_\_\_\_\_ **Date** \_\_\_\_\_

**ALL FUND-RAISING ACTIVITY SHALL BE APPROVED BY THE CAMPUS PRINCIPAL & SUPERINTENDENT PRIOR TO THE ACTIVITY AND BE IN COMPLIANCE WITH HISD BOARD POLICY FJ (LOCAL)**

**REVISED 9/8/2015**