



*Courage to Succeed!*

### Request Form for Monetary Collections

All requests to collect money from TVCS families, or on behalf of TVCS, must be in writing and must receive prior approval. Please fill out the following information and submit to the TVCS Executive Director or the Resource Development Coordinator.

Today's date: \_\_\_\_\_

Date money will be collected: \_\_\_\_\_

Amount of money being requested: \_\_\_\_\_

Class/group that money will be collected from: \_\_\_\_\_

Purpose of collecting money: \_\_\_\_\_

\_\_\_\_\_

Is there a budget for this? If so, what is the current balance: \_\_\_\_\_

Other relevant information: \_\_\_\_\_

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Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

\_\_\_\_\_  
Signature  
(TVCS Executive Director)