



Lakeland School District  
 1355 Lakeland Drive  
 Scott Township, PA 18433  
 Telephone: 570-254-9485  
 Fax: 570-254-6730

## FUNDRAISING ACTIVITY REQUEST FORM

(Any fundraising efforts carried out without this approval, could result in corrective action.)

Date \_\_\_\_\_

All groups conducting fundraising activities must complete this request form and receive approval from the building principal prior to conducting any fundraising activity. Forms should be submitted to the building level principal for approval, at least 10 days in advance of the activity. No fundraising activity will be approved, if not signed by both the Advisor/President and Treasurer.

\*\* (A “**Post Fundraising Activity Form**” is due at completion of all non-booster fundraising activities)

Club/Organization: \_\_\_\_\_

Advisor/ President Name: \_\_\_\_\_

Is this a Booster Club?  Yes  No

Items to be sold: \_\_\_\_\_

Location where fundraising activity will be conducted: \_\_\_\_\_

Purpose for conducting fundraiser: \_\_\_\_\_

Planned Start Date: \_\_\_\_\_ Planned End Date: \_\_\_\_\_

\_\_\_\_\_  
 Advisor/President Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Student/Booster Treasurer Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Principal Signature

\_\_\_\_\_  
 Date

Approved  Yes  No