Bagley Public Schools Fundraising Request Form

School Board Adopted: February 5, 2018

Name of Fundraising Group: Music Bagley Todays Date: 11/7/26

Advisor in Charge of Event: Gunderson Student Rep: _____

Fundraising Activity: Rome Kava

First Day of Fundraiser: 11/26/26 Last Day of Fundraiser: 12/11/26

Describe the fundraising activity: (Please attach all flyers/advertisements for this event to this form).
Note: *All food fundraisers must comply with the Smart Snacks guidelines.*

Purpose for which funds will be used: Student Trips

Select One: ☐ Soliciting in school only ☒ Soliciting in school and community

Was this fundraiser done in the past? ☒ Yes ☐ No

Name of Vendor(s): Rome Kava

Is this fundraiser managed through the student activity account? ☒ Yes ☐ No

If yes, name of account: Music / Fundraisers

If no, please explain: _____

Are school district facilities required: ☐ Yes ☒ No

If yes, a facility use permit must be completed. The fundraiser must be approved by the host and appear on the school calendar. Submit the Facility Use Permit Request along with a copy of the fundraiser request form.

IMPORTANT: This form must be signed by the Advisor and Principal and then sent to the School Board for approval. Once the fundraiser is approved, the form will be sent back to the Advisor for their records. The fundraiser cannot begin until this form has been signed and returned to the Advisor.

Upon completion of the Fundraiser, the Advisor is responsible for completing the "Fundraiser Accountability Form" and submitting to the Principal for review within 30 days. These forms should be retained with the student activity account records and a copy sent to the district office.

Advisor in Charge Signature: _____ Date: 11/7/26

OFFICE USE ONLY

Fundraiser Approved: ☒ Fundraiser Denied: ☐ More Information Needed: ☐

Principal Signature: _____ Date: 11-6-26

Fundraiser Approved: ☐ Fundraiser Denied: ☐ More Information Needed: ☐

Superintendent's Signature: _____ Date of School Board Approval: _____