

WESTWOOD INDEPENDENT SCHOOL DISTRICT
Authorization to Conduct Fund Raising Event

Organization: Westwood Campus: Primary Date submitted 8/15/25
Fundraising Event: sale of Campus t-shirts
Requested fundraising date/dates: Sept. 2025
Vendor (if applicable) In house sales

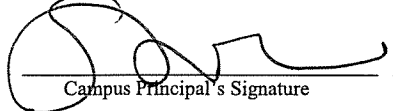
Address _____ City/State _____ Telephone _____
List specific items that will be sold: Campus t-shirt
Price per item: \$ 12.- Will customer pay in advance? yes
Profit to organization should never be less than 50%; otherwise, explain N/A

What will money raised from this fundraiser be used for? Student Activities
for 2025-2026 school year

If **NO** vendor is involved; list location of event: Westwood Primary Campus
Estimated cost to organization to start fundraiser \$ Ø
How much will you charge your customer? \$ 12.- Will you accept donations? _____

I, _____, am submitting this fund raising request before my organization starts raising funds. I understand that I am held responsible for ordering and distributing merchandise and collecting all funds submitting funds to the office, to be deposited in my activity account. With the conclusion of this fund raiser, I will complete this form and return to the campus office.

PERMISSION IS GRANTED TO CONDUCT THIS EVENT:

 8/15/25

Campus Principal's Signature Date WISD Superintendent's Signature Date

Total Proceeds collected \$ _____
Total Deposited in activity account \$ _____ Total invoice from vendor \$ _____
Expenses incurred for a successful fundraiser \$ _____ (advertising, t-shirts, supplies, etc.)
Total Profit my organization benefitted from this fundraiser \$ _____

I, _____, understand that these funds will not be available until this form is completed and returned to the campus office