

WESTWOOD INDEPENDENT SCHOOL DISTRICT  
Authorization to Conduct Fund Raising Event

Organization: Theatre Campus: HS Date submitted 9/12/25

Fundraising Event: Hot Pepper Festival

Requested fundraising date/dates: 10-25-25

Vendor (if applicable) \_\_\_\_\_

Address \_\_\_\_\_ City/State \_\_\_\_\_ Telephone \_\_\_\_\_

List specific items that will be sold: brownies, cookies, soda, coffee

Price per item: \$ 2-4 Will customer pay in advance? No

Profit to organization should never be less than 50%; otherwise, explain \_\_\_\_\_

What will money raised from this fundraiser be used for? Theatre funds

Westwood High School  
FUNDRAISER FORM

If **NO** vendor is involved; list location of event: Downtown Palestine

Estimated cost to organization to start fundraiser \$ 100

How much will you charge your customer? \$ 2-4 Will you accept donations? Yes

I, Sarah McMorris, 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:

[Signature] 9-12-25  
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