

Fund Raiser Form

Lehi High School

Date: _____

Organization: _____

Advisor/Coach: _____

Duration of fund raiser Date: Beginning _____ Date Ending _____

Location of fund raiser: _____

Describe your fund raiser _____

Expected Revenue: \$ _____

Is this fund raiser taxable? YES NO

What will the funds be used for?

___ Camps/Clinics

___ Transportation

___ Uniforms

___ Tour

___ Equipment

___ Other _____

How will the money be collected and reconciled?

___ Receipted by finance office

___ Ticket Sales

___ Coupon Sales

___ Product Sales

___ Service Sales

___ Other _____

(Please describe)

Account(s) to be credited with funds _____

Are all students in the organization required to participate? YES NO (please circle)

Number of fund raisers your organization has participated in this year to date _____

Show evidence of parent notification and support of the proposed fund raiser.

I understand that I must provide an accounting with school administration concerning all receipts of funds and provide the appropriate reconciliation form after the event. I also understand that all fund raisers must have administrative approval before any contracts are signed or the fund raiser initiated.

Signature _____

Date _____

Administrator Approval _____

Date _____

Under Utah law, it is illegal to operate a scheme where a person gives something of value in order to obtain a chance to win something of value. All appearances of a raffle or lottery must be avoided (Utah Criminal Code 76-10-1101, 76-10-1102).