Fundraising/Collection Request

Due 5 business days prior to start of fundraiser/collection

Recognized student organization may engage in fundraising projects which support the programs of the organization, the educational activities of the University, the Kingsville community or other philanthropic purposes. Each project must be registered, approved in advance by the Department of Student Activities, and may not violate State law. Please review information on charitable raffles if the organization is planning a raffle.

Organization	Fundraiser Name/Type

Contact Person	Phone	Email

Proposed Date(s)	Proposed Location(s)

Amount to be Charged	Description of Project

For fundraisers involving food sales on campus:

- ☐ Complete and attach a Food Service Exemption Form.
- ☐ Attach copies of Food Handler's Permit of members who will be in contact with the food.

Funds to benefit:

☐ Organization ☐ Non-profit Agency (name beneficiary_____)

Signatures of approval:

_____ _____ _____

Officer approval Title Date

_____ _____ _____

Print Advisor Name Signature - Advisor Date

_____ _____

Student Activities' approval Date

_____Approved _____Disapproved Reasons: