

\_\_\_\_\_  
**Fundraiser Number**  
**MUSTANG PUBLIC SCHOOLS**  
**Fundraiser Request Form**

\_\_\_\_\_  
**School Name**

\_\_\_\_\_  
**School Year**

**ALL FUNDRAISING MONEY MUST BE BOARD APPROVED**

**ALL FUNDRAISERS MUST BE ASSIGNED A NUMBER**

The following information **must** be completed and submitted to the appropriate Activities director/Principal for approval and then send to the Finance Department ATTN: MPS Activity Funds at the Administration Building (MERC).

**Date** \_\_\_\_\_ **Site #** \_\_\_\_\_

**Group:** \_\_\_\_\_ **Account #** \_\_\_\_\_ **Location:** \_\_\_\_\_

**Beginning date of sale:** \_\_\_\_\_ **Ending date:** \_\_\_\_\_

**Purpose of fundraiser:** \_\_\_\_\_

**Description of fundraiser:** \_\_\_\_\_

**Fundraiser Company:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_

**Method of payment:** Pre-order \_\_\_\_\_ Consigned \_\_\_\_\_ Purchased \_\_\_\_\_

**Sales goal \$** \_\_\_\_\_ **% Profit** \_\_\_\_\_

**Facility being used (if applicable):** \_\_\_\_\_

\_\_\_\_\_  
**Sponsor Name (Please print)**                      **Director/Principal Name (Please print)**

\_\_\_\_\_  
**Sponsor Signature**                      **Director/Principal Signature**

\_\_\_\_\_  
**Executive Director of Education**                      **Approved Signature**                      **Disapproved**

\_\_\_\_\_  
**Date**

Please use this number on **all** requisitions and invoices connected to this fundraiser.