

**Cedarburg School District**  
**2018-19**  
**FUNDRAISING REQUEST AND REPORT**

*(Must be submitted 3 weeks prior to event)*

Group Name \_\_\_\_\_ Date \_\_\_\_\_

Advisor or Chairperson \_\_\_\_\_

Type of Fundraiser \_\_\_\_\_

Product or Service Offered for Sale \_\_\_\_\_

Inclusive Dates of Fundraiser \_\_\_\_\_

Target "Audience": \_\_\_\_\_ School Community \_\_\_\_\_ Community at Large

Expected Profit Range \_\_\_\_\_

Reason for Fundraising \_\_\_\_\_

Cite any Proposed Incentives, Rewards, or Paybacks for Participants \_\_\_\_\_

*PLEASE INCLUDE ANY HANDOUTS OR PROMOTIONAL MATERIALS USED IN FUNDRAISING.*

Athletic Director's Signature \_\_\_\_\_ Date \_\_\_\_\_  
(if applicable)

Principal's Signature \_\_\_\_\_ Date \_\_\_\_\_

Superintendent's Signature \_\_\_\_\_ Date \_\_\_\_\_

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**AFTER THE FUNDRAISING**

Please Report: Gross Receipts \_\_\_\_\_

Less Expenses \_\_\_\_\_

Net Profit \_\_\_\_\_

Did This Type of Fundraising Meet Your Group's Goals? \_\_\_\_\_

Why or Why Not? \_\_\_\_\_

Advisor's or Chairperson's Signature \_\_\_\_\_ Date \_\_\_\_\_