



NEW BEDFORD PUBLIC SCHOOLS

GENERAL FUNDRAISING REQUEST FORM

Revised: August 2019

Fundraising on behalf of New Bedford Public Schools requires approval.
Submit this form to Finance & Operations **at least three days before** the start of the fundraiser.

*Note: New Bedford Public Schools **does not permit** "tagging" fundraising. Tagging is when an establishment grants you permission to stand on their property and request donations from patrons.*

*** If you are fundraising through PayPal, you must have them reference the **School Name** you are fundraising for and **Fundraiser Title** on the MEMO line of the check ***

Date of Request: _____

School/Program Area Benefiting from Fundraiser: _____

Name and Title of Person Completing Form: _____

Individual/Organization Seeking Approval: _____

Requested Date(s) of Fundraiser: _____

Fundraiser Title: _____

Description of Fundraising Activity: _____

Location of Fundraiser: _____

Purpose of Fundraiser: _____

Plans for how funds will be used: _____

Anticipated Total Amount of Funds to be Raised: \$ _____

Projected cost of goods/related expenses to conducting the fundraiser: \$ _____

Where the funds raised will be deposited: _____

Signed:

Approved:

Applicant

Asst. Superintendent of Finance & Operations

Date

Date