



MARINA FUNDRAISING REQUEST

Group Making the Request

Date Request Submitted

Contact Name

Phone #

Email address (we will notify via email if NOT approved)

If a Marina Group or Club, Advisor Name (please print)

Advisor Signature

FUNDRAISER (explain completely and attach relevant materials): _____

DATE(s) of Fundraiser

TIME (start & end time)

MARINA FACILITIES NEEDED (i.e. cafeteria, gym, parking lot, etc.)

Using Marina's Campus requires an approved facilities request. Requests must be approved through the Activities office and must be generated by an adult or club advisor.

NUMBER OF ITEMS to sell: _____ **UNIT PRICE** (per item price): _____

POTENTIAL REVENUE: _____
(number of items X price)

POTENTIAL PROFIT: _____
(less the cost)

If the event takes place outside of school hours, who will be present to chaperone?
(Chaperone must be a school employee)

CHAPERONE(s): _____

Your request must be approved by the Assistant Principal of Activities and ASB before your fundraiser can take place. Failure to submit this form for approval in a timely fashion may result in the cancellation of your fundraiser.

AP, Activities

ASB Representative

Date Fundraiser approved in ASB:

You will be contacted VIA EMAIL if the fundraiser is not approved or if there are any questions or problems that need to be addressed. If you have any questions contact Kevin Fairman in the Activities office, X4408 or kfairman@hbuhd.edu