



**DEL MAR HIGH SCHOOL**  
Campbell Union High School District  
1224 Del Mar Avenue  
San Jose, CA 95128

## Request for Event/Fundraiser Approval

Name of Sport: \_\_\_\_\_

Event/Fundraiser Name: \_\_\_\_\_

Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Description of Event/Fundraiser: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Proposed Date(s) of Event/Fundraiser: \_\_\_\_\_ Start time: \_\_\_\_\_ End time: \_\_\_\_\_

Set-up Start time: \_\_\_\_\_ Clean-up End time: \_\_\_\_\_

Location of Event/Fundraiser: \_\_\_\_\_

Status of Event (check one):     New Event     Held Previously

**For Fundraisers only:** the budget portion must be completed on the backside for this form.

How is money received:     Taken at student store    or     Cash box - Need from Banker

Other Background Information (such as other schools that have held similar events):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**For Events signatures are required on backside of form**

**For Fundraisers entire backside of form is required to completed**

## Revenue Potential/Fundraising Budget

<b>REVENUE:</b>	
Sales quantity x Sales price # _____ x \$ _____	\$
Donations, sales of ads, etc.	\$
<b>Sub-Total for Revenue:</b>	<b>\$</b>
<b>EXPENSES:</b>	
Product quantity x Cost (per invoice)	\$
Shipping	\$
Advertising	\$
Other	\$
<b>Sub-Total for Expenses:</b>	<b>\$</b>
<b>OTHER:</b>	
Items Donated or Given as Prizes – Quantity x Cost	\$
<b>Sub-Total for Other:</b>	
<b>TOTAL PROFIT:</b>	<b>\$</b>

**Submitted by:**

	Print Name	Signature	Date
Coach			
Athletic Director			

**Approved by:**

**If declined check here:**  **Reason:** \_\_\_\_\_

	Print Name	Signature	Date
Principal/School Site Administrator			
Activities Director			

Reviewed by Banker: \_\_\_\_\_ Date: \_\_\_\_\_