

RECEIVED

By: 30 Date: 1/17/22

Code 1005.4-E1



Fundraising Request Form

Completed request forms are to be submitted to the business office per the following schedule:

Request Due	Board Meeting Date	Activity Start Date
By 1st day of School	First meeting in Sept	Day after approval meeting
By last day before Thanksgiving break	December meeting	Day after approval meeting
By last day before spring break	First meeting in April	Day after approval meeting

Important Notes: A fundraising project summary is due six weeks after the activity ends. Proceeds should be spent during the year the funds are raised. All groups are required to submit a request for each activity to the business office specifying how all fundraising proceeds are to be spent.

School Name Boys Swim/Girls Swim/Dive Sponsoring Group Boys Swim/Girls Swim/Dive
 Contact Name Tom Belin Contact Phone 314-377-5614
 Contact E-Mail tblin@linnmar.k12.ia.us District Account 21-3209-1900-920-6770

Description of Activity	
<i>*all information must be provided in order to be approved*</i>	
Fundraising Activity	<u>Hosting Iowa Master State Swim Meet</u>
Activity From/To Dates	<u>March 26, 2022 (1-day event)</u>
Estimated Proceeds	<u>\$1,000.00</u>
Purpose and Use of Funds (MUST BE SPECIFIC)	<u>Split between Girls and Boys Swim Teams to fund team equipment and/or consultants.</u>

** I am approving that this request is necessary to provide funds for the purpose described above.*

Building Admin _____

Signature of Approval

1/17/22

Date

Office Use Only		Summary Due Date: _____ _____ _____	
Business Office Review:	<u>Arfon Hrusak</u>		<u>1/17/2022</u>
School Board Review/Approval:	_____		Date



Fund Raising Request Form

Completed request forms for the **2021-22** school year are to be submitted to the Business Manager, LRC, according to the following schedule:

Request Due to the LRC	Board Meeting Date	Activity Start Date
1st day of School	1st Sept. Meeting	Day after meeting
Last day before Thanksgiving	December meeting	Day after meeting
Last day before Spring Break	1st April meeting	Day after meeting

Important Note: A Fund Raising Project Summary is due **6 weeks after the activity ends**. Proceeds should be spent during the year the funds were raised. All groups are required to submit a request for each activity to the Business Manager specifying how all fund raising proceeds are to be spent.

School Name Westfield Elementary Sponsoring Group Cotten Gallery
 Contact Name Michael Brandt Contact Phone X3466
 Contact E-Mail mbrandt@linnmar.k12.ia.us District Account _____

Description of Activity	
<i>*all information must be provided in order to be approved*</i>	
Fund Raising Activity	<u>Westfield T-shirts</u>
Activity Date(s)	<u>Fall of 2021</u>
Estimated Proceeds	<u>\$1,000-1,500</u>
Purpose and Use of Funds (MUST BE SPECIFIC)	<u>Westfield Essentials Art, Music, PE</u>
	<u>Funds will be used for items such as supplies and equipment for the essential groups.</u>
	<u>Art, Music, and PE. Will also be used for items for building. Shelves for art show, art for</u>
	<u>building.</u>

* I am approving that this request is necessary to provide funds for the purpose described above.

Building Admin

Ed Pope
Signature of Approval

1/19/22
Date

Office Use Only		Summary Due Date:
Business Manager Review:	<u><i>Arthur Hunsaker</i></u>	<u>_____</u>
	<u>1/18/2022</u>	<u>_____</u>
	Date	<u>_____</u>
School Board Review/Approval:	<u>_____</u>	<u>_____</u>
	Date	<u>_____</u>



Fund Raising Request Form

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1st day of School	1st Sept. Meeting	Day after meeting
Last day before Thanksgiving	December meeting	Day after meeting
Last day before Spring Break	1st April meeting	Day after meeting

Important Note: A Fund Raising Project Summary is due **6 weeks after the activity ends**. Proceeds should be spent during the year the funds were raised. All groups are required to submit a request for each activity to the Business Manager specifying how all fund raising proceeds are to be spent.

School Name Westfield Elementary Sponsoring Group Square 1 Art
 Contact Name Michael Brandt Contact Phone X3466
 Contact E-Mail mbrandt@linnmar.k12.ia.us District Account _____

Description of Activity
all information must be provided in order to be approved

Fund Raising Activity Square 1 Art
Activity Date(s) Winter of 2021
Estimated Proceeds \$1,500-2,000

Purpose and Use of Funds (MUST BE SPECIFIC) _____
 Funds will be used for items such as supplies and equipment for the essential groups.

 Art, Music, and PE. Will also be used for items for building. Shelves for art show, art for

 building.

* I am approving that this request is necessary to provide funds for the purpose described above.

Building Admin 1-19-22
 Signature of Approval Date

<p style="text-align: right; margin-right: 20px;">Office Use Only</p> <p>Business Manager Review: <u></u> <u>1/18/2022</u> Date</p> <p>School Board Review/Approval: _____ Date</p>	<p>Summary Due Date: _____ _____ _____</p>
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