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Miaimi-Dade County Public Schools
giving our students the world

SCHOOL-ALLIED ORGANIZATION FUND-RAISING ACTIVITY APPLICATION

FOR FUND-RAISERS CONDUCTED IN THE COMMUNITY

Application Date: _____

On behalf of the _____ for _____ ,
School-allied Organization's Name School Organization is allied with

we are requesting authorization from the school administration and the ACCESS Center Assistant Superintendent to conduct the following fund-raising activity(ies) in the community:

	Activity Description	Items to be sold (if applicable)	Activity Date(s)
1.			
2.			
3.			
4.			

The purpose of these activities is to: _____

Our organization acknowledges and agrees to observe all applicable School Board Rules and guidelines for school-allied organizations, as specified in Section IV - Chapter 12 of the Manual of Internal Fund Accounting for Elementary and Secondary Schools, that include, **but are not limited to, the following:**

1. No employee of the school where this school-allied organization is chartered can handle money or merchandise for any activities of this organization.

2. Fund-raising activities by school-allied organizations cannot be conducted during instructional class time.

3. Students actively participating in the fund-raising activities (i.e. selling merchandise, washing cars, etc.) for school- allied organizations must have adequate adult supervision.

4. Merchandise purchased for fund-raisers can only be shipped to the school if advance authorization is obtained from the principal.

5. The School Board's sales tax exemption number cannot be used by school-allied organizations. Applicable sales taxes must be paid on items purchased for re-sale.

6. Roadside and/or median solicitation of funds is strictly prohibited (School Board Rule 6Gx13- 1C-1.10).

_____ _____
Organization's Officer Date Principal Date

_____ _____
Activities Director (if applicable) Date ACCESS Center _____ Asst. Supt. Date