

Revenue & Event Information

Instructions: Complete the following sections to include ALL organization activities, fundraisers, and anticipated revenue for the school year. Please include a brief description of each and approximate dates. Any modifications after approval must be submitted to the Development Office as soon as possible for separate Board approval.

Please make note of how you will promote your events or fundraisers indicating the number that corresponds to the options below (enter all numbers that apply in the appropriate column below):

- 1) Submit details to Rachel Zickar (rzickar@perrysburgschools.net) to share with local media and school district social
- 2) Post on our Group's School District-Approved Social Media
- 3) Printed Posters, Flyers, Signs, etc. (must follow Brand Guidelines <http://www.perrysburgschools.net/BrandManual.aspx>)
- 4) Weekly Family eFlyer (<http://www.perrysburgschools.net/FlyerRequests.aspx>)
- 5) N/A – we will not promote this fundraiser or event

ANTICIPATED REVENUE					
Projected Date	Event or Fundraiser	Anticipated Revenue	Will you be soliciting business sponsors?	Are you working with outside groups that may be fundraising on your behalf?	How will you promote this event or fundraiser? (indicate number as listed above)
TOTAL ANTICIPATED REVENUE					

Expense Information

Instructions: Complete the following sections to include ALL anticipated expenses for the school year. Please include a brief description of each and approximate dates. Any modifications after approval must be submitted to the Development Office as soon as possible for separate Board approval.

ANTICIPATED EXPENSES		
Projected Date	Description of Expense	Anticipated Expense
TOTAL ANTICIPATED EXPENSES		

Statement of Assurances

On behalf of the above named organization, I certify that we will use funds within the organization and the funds will not be considered public moneys; that any sponsored activity will be in the best interest of the students of the School District; will guarantee that at least seventy percent (70%) collected will be spent on student activities; will obtain permission to use school property; will use teacher, staff, or student volunteers to conduct it's activities only if approved by the administration; and will be willing to pay for any or all additional expenses incurred by the activity.

I understand that, upon Board approval of this registration, this organization will be covered by the district's liability insurance policy for the school year.

I understand that our organization must comply with all Board Policies and Guidelines.

By submitting this form I agree to adhere to the Perrysburg Exempted Village Schools Board Policies on Fundraisers (Policy 5830). I understand that all money collected must be submitted to the Treasurer's Office within 24 hours and that, per state law, fundraisers must benefit each student of an organization equally.

Form Completed By:

Date: