



South County Secondary School **Event/Fundraising Proposal**

Circle one: Event /Activity Fundraiser Both

Please complete and submit this form to the Director of Student Activities. This form **MUST** be completed and on file **two (2) weeks** before the event. The Director of Student Activities will duplicate the form and return one copy to the faculty sponsor. Do not advertise for your event until it is approved. Please attach any additional information (i.e., pictures, forms, fliers, brochures).

Date: _____

Group or Club Sponsoring the Event/Fundraiser _____

Faculty/Staff Sponsor _____

Student Representatives: _____

Specific Date(s) of Event/Fundraiser: Start _____ End _____
Time of Event: Start _____ End _____

Type of Fundraiser and/or Event _____

Funds are to be used for: _____

Items to be sold _____

School Events at which you plan to sell _____

If this is an event to be held at South County, have you been approved for space in the building through FS Direct? ___YES ___NO *(Please attach your building use approval email to this form.)*

Do you plan to sell tickets for this? _____

Do you need administrators or security at the event? _____

Department Administrator Approval:

Signature _____ Date _____

Activities Office Approval:

_____ Approved _____ Disapproved
Reason: _____

Director of Student Activities

Date