

Glenville State College

Student Organization

Fund Raising Activities Request Form

This form should be completed and submitted to the Director of Student Activities/ the Liaison of Student Organizations. PRIOR to starting any fund raising activity. You must have APPROVAL prior to starting the activity.

Name of organization sponsoring activity: _____

Representative's Name: _____ E-Mail: _____

Representative Phone: _____

Purpose of Fundraiser: _____

Product /Article to be sold: _____

Amount Expected to raise: _____

Brief Description of Activity:

Organization Representative: _____

Signature

Date

If fund raising activity is approved/disapproved, your representative will be notified by GSC email. In the event your fundraising activity is approved, at that time it is your responsibility to contact the Events Coordinator via email with a CC to the Liaison of Student Organizations to schedule the event using the existing application for room reservations.

FOR OFFICE USE ONLY



Approved



Disapproved

Liaison of Student Organizations:
And/or Director of Student Activities

Signature

Date