



Vermillion Athletic Booster Club

Vermillion High School

Booster Club

Request for Funds

All requests for funding shall be submitted with the written authorization of the coach/sponsor/department and dated one week in advance of Booster Club monthly meeting. The form shall be submitted to President of Booster Club or other board member on the Request for Funds form.

All requests for funding shall contain the following:

1. The amount of the request
2. A description of the purpose for which funding will be applied
3. The group or person shall indicate other fund raisers and how the money is spent
4. Amount, purpose, and benefit or prior year funding if any
5. Obtain written bid if amount over \$250.00

Organization or Group Name _____

Description of need _____

Amount of Request _____ Prior Year Funding Amount _____

Any other Fundraisers _____

Number of Students affected _____

Submitted by _____ Date _____

Booster Club Approval

Booster Approval _____ Date _____

Payable to _____ Check Date _____

Amount Approved _____ Check # _____