

SBC Fundraising Form

- 1) Please complete **(2)** copies of this form (photocopy accepted) and submit them both to the SBC Club Coordinator, Richard Soong, or SBC Treasurer, Michelle Wong, in person, **two (2) weeks prior** to planned selling date(s). Submissions can also be made during 6th block in the cave 80A
- 2) This form must be completed before sales begin. If the club does not receive SBC approval, sales will be terminated and profits will be seized.
- 3) Do not proceed with sales before your fundraiser is approved. The Club Coordinator will email you the status of your fundraiser within a week--approved or disapproved. Contact the Club Coordinator if you would like a copy of the approved/ disapproved form.
- 4) Food sale items must be on the SFUSD approved list:
<http://www.sfusdfood.org/approved.html>. Non-SFUSD approved food items can only be sold if sales start after 4:00PM and have an adult sponsor present throughout the entire fundraiser.
- 5) Food sale items containing nuts or shellfish are not allowed.

Name of Club/Organization: _____

Club Email: _____

Type of Fundraiser: _____

Name of Sponsor/Parent (Afterschool): _____ Phone Number:(____) ____ - _____

- I have read the terms and conditions for after-school sales and agree to be present during the entirety of the fundraiser (including clean-up).

Sponsor/Parent Signature: _____

Sale Items (Be Specific)	Sales Price (Per Unit)

For all sales, please fill out the remainder:

Quantity: _____ Cost (to make/buy): _____

Expected Profit: _____ Total Sales Price (how much you will make): _____

Selling Date: _____ Time: _____ to _____

Submitted by: _____ Reg: _____ Date Submitted: _____

 SBC use only: Approved OR Disapproved

Reason for Disapproval: _____

SBC Treasurer's Signature: _____

SBC Club Coordinator's Signature: _____