

### Fundraising Application for Student Organizations

Please fill out form and turn in hardcopy to the **Student Involvement Office** located in room 109 of the Student Union OR email completed version to [joshua.steger@mail.wvu.edu](mailto:joshua.steger@mail.wvu.edu)

**Name of Organization:** \_\_\_\_\_ **Date Submitted:** \_\_\_\_\_

**Name of Event:** \_\_\_\_\_ **Date & Time:** \_\_\_\_\_

**Location of Event:** \_\_\_\_\_

**Description of Event** (include items to be sold, price of admission, etc.): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Purpose of Fundraising Activity** (what are funds going towards?)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Where will funds go once collected?**

**Name of Bank:** \_\_\_\_\_ **Account #:** \_\_\_\_\_

**Name of Charity:** \_\_\_\_\_ **Phone # for Charity:** \_\_\_\_\_

**Treasurer:** "I agree to receive, administer and account for the funds generated in this event."

\_\_\_\_\_  
Name (printed) Signature Date

**President**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Advisor**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*NOTE: The Office of Student Involvement and the Office of Student Experience reserves the right to deny approval for sale of certain items. Student organizations are required to engage in responsible social conduct that reflects credit upon the University community and to model good citizenship in any community.*

**Office Use Only:** Date Application Received: \_\_\_\_\_ Date of SIO Approval: \_\_\_\_\_  
Date of Dean of Student Experience Approval: \_\_\_\_\_