Student Government Association
Student Organization Request to Fundraise

This is a Request to Fundraise and no action should be taken until notification is received by Student Government. Please allow two-weeks’ notice prior to desired date for the fundraiser/project to begin. All fundraisers/projects are to support the mission of the College, Student Government Association and the sponsoring Student Organization. In addition, all Student Organization Fundraisers are to comply with the current Student Code of Conduct and adhere to federal, state and local laws.

Failure to comply with the fundraising policy and procedures may result in a minimum of:
- monetary penalties to the club, organization or team of 50% of net profit
- Moratorium on group’s ability to fundraise for a full academic year beginning the date of the infraction
- Referral to Student Government Association Advisor
- Penalties as appropriate from outside parties (police, court, establishment etc)

Student Organization: ____________________________________________________________

Student completing form: _________________________________________________________
- Officer of Organization
- Member of Organization

Purpose of fundraising effort, including how it supports the mission of the College and stated Student Organization: (you may attach additional supporting documentation):

Amount of funds expected to be raised: ________________

Requested dates for fundraiser (two-week maximum):
- First Choice Starting___________ Ending ________
- Second Choice Starting___________  Ending________

Describe general format of fundraiser (remember to complete a facility request a minimum of two weeks prior): krobare@lec.edu If you will be selling items, please attach information about the product(s) when you submit this form.

Date Submitted: ____________________________
*Must be two-weeks prior to the date you wish to begin your fundraising project.

Signature: _________________________________  Phone#: ____________________________

STUDENT GOVERNMENT ASSOCIATION USE ONLY

<table>
<thead>
<tr>
<th>Action Taken</th>
<th>SGA Officer Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>o Approved</td>
<td></td>
</tr>
<tr>
<td>o Denied</td>
<td></td>
</tr>
<tr>
<td>o Tabled</td>
<td></td>
</tr>
</tbody>
</table>

Please return this form to:
Student Government Association
c/o Student Life Office
Holden Center 120
Box 344