



## MABANK ISD FUNDRAISER APPROVAL FORM

Are you using a vendor that has already been approved? If yes, please provide the vendor name. (If not, contact the Business Office for approval to proceed) \_\_\_\_\_

Campus/Activity/Club conducting fundraiser: \_\_\_\_\_

What type of product is being sold? \_\_\_\_\_

Is the product taxable or non-taxable? \_\_\_\_\_

If taxable, who is responsible for paying the sales tax? \_\_\_\_\_

Est. Revenue: \_\_\_\_\_ Est. Cost: \_\_\_\_\_ Est. Profit: \_\_\_\_\_

Begin Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Anticipated Deposit Date: \_\_\_\_\_

Does the company require a signed contract or agreement? \_\_\_\_\_  
(If yes, the contract or agreement must be sent to the Superintendent for a signature)

Sponsor's Signature: \_\_\_\_\_

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

Principal's Signature: \_\_\_\_\_

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

Chief Financial Officer's Approval \_\_\_\_\_

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

Superintendent's Signature: \_\_\_\_\_

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

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All four signatures must be in place and a purchase order must be issued before the fundraiser can begin.  
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