



Support Organization and Fundraising Forms Guide

The following is a guide to Bath Local School forms related to fundraising for Recognized District Support Organizations and Student Activities as related to Policies KMA, KMA-R, KB, KB-R, and Policy DM.

Form Name	Purpose	Prepared By	Mandatory or Optional
Support Organization Information Checklist	Checklist of all forms and information that must be submitted for annual (or initial) recognition status of support organization	Support Organization	Mandatory
Support Organization Information Submission to Request Recognition	Overview of relevant organization information	Support Organization	Mandatory
Support Organization Fundraising Planning Overview for Support Organizations	Overview of fundraising plans for next school year	Support Organization	Mandatory
Support Organization Donation Form	Identify donations to the District	Support Organization	Mandatory
Fundraiser Student Acknowledgement	Make student aware of liability for fundraising money	Support Organization or Advisor	Mandatory when goods/services are sold
Fundraiser Sales Inventory Tracking Form	Tracking of items and money	Support Organization or Advisor	Mandatory when goods/services are sold
Fundraiser Student Fee Application Request	To request that outstanding student fundraising receipts be placed into the student's school fee balance pending payment	Support Organization or Advisor	Mandatory when uncollected money occurs
Student Activity Budget & Purpose Planning Form	Overview of Activity	Advisor	Mandatory
Facility Use Agreement	Request use of District property	Requester	Mandatory