



**WINSTON CHURCHILL HIGH SCHOOL  
FUNDRAISER OR EVENT REQUEST FORM - Booster Club Edition**

**NOTE: CHECKS MUST BE PAYABLE TO "WCHS BOOSTER CLUB"  
SUBMIT FORM TO WCHS BUSINESS ADMINISTRATOR LISA WELLEK**

ASSIGNED ACCT # \_\_\_\_\_

1. Name of Fund Raiser or Event: \_\_\_\_\_
2. Date(s) From: \_\_\_\_\_ To: \_\_\_\_\_ Times: \_\_\_\_\_
3. Contact Name & phone: \_\_\_\_\_
4. Contact Email: \_\_\_\_\_
5. Team Name and Coach Name : \_\_\_\_\_
6. Description of Fund Raiser/Event including location (attach brochure/flyer)  
\_\_\_\_\_
7. \*\*The net income from this fund raiser or event will be used  
to/for: \_\_\_\_\_
8. Items to be sold (attach Request for Purchase): \_\_\_\_\_  
\_\_\_\_\_

Vendor: \_\_\_\_\_

Cost: \$ \_\_\_\_\_ (per item)

Sale price: \$ \_\_\_\_\_ (per item)

9. Miscellaneous

Tickets Required:       Yes    No

Event Ticket Price:    \$ \_\_\_\_\_

Administration Required:  Yes    No

Security Required:       Yes    No

10. Recommendation

Approved:       Disapproved:

Business Administrator Signature/Date: \_\_\_\_\_

Approved:       Disapproved:

Principal Signature/Date: \_\_\_\_\_

\*\*If proceeds are to be donated to a charitable organization, please submit a Request for Purchase Form with supporting documentation made payable to the organization along with this request.