

# Fund Raiser/Sponsorship Request



Club Name \_\_\_\_\_

Club Leader \_\_\_\_\_

**Please Check One:**

Request to Conduct a Fundraiser

Request to Solicit Sponsorship or Donation

Date(s) Activity will be conducted: \_\_\_\_\_

Describe the fund raising/sponsorship activity purpose. (How/what the funds will be used for)

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

**Total amount needed: \$** \_\_\_\_\_

Describe the fund raising activity or the manner in which you will solicit sponsorships or donations. If soliciting sponsorships/donations, list all individuals that will be approached:

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

Leader's Signature \_\_\_\_\_

To be completed and submitted at least two weeks prior to fund raising event.

Note: Any 4-H Club wanting to conduct a fundraiser involving food must obtain a food permit from the New Mexico Environment Department (NMED) before offering their food products to the public. Please contact the Extension Office for assistance with NMED food permit applications.

For Office Use Only

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|---------------|--|
| Date Received |  |
| Date Approved |  |