

# NAPERVILLE NORTH HIGH SCHOOL

## FUNDRAISING / COLLECTION / DRIVE REQUEST

### Please note:

- You do not need to have a fundraiser every year. Please make sure you have a legitimate need. We need to be aware of the number of times that we are soliciting from our school community and community at large.
- Only two organizations will be permitted to conduct a fundraiser per week.
- **If you are holding an event/fundraiser that is afterschool, this does not include dine out fundraisers, your sponsor must be in attendance.**
- Once approved, you must submit a "Building Request" form, to our office, to reserve your sale area, if selling here at North.
- **If you are selling food, you may only sell before 7:30am and/or after 3:30pm. You must have the ingredients listed at your table for allergies.**

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

Sponsor: \_\_\_\_\_  
printed

Club/Team: \_\_\_\_\_

Sponsor: \_\_\_\_\_  
signature

Type of Fundraiser/Collection Requested:

*Item(s) to be sold/collected*

**\*\*Remember that Booster Club is responsible for NNHS Spirit Wear\*\*  
Maximum - 2 weeks.**

Date(s) Requested for Sale/Collection \_\_\_\_\_  
You may not receive requested date/s

Name/Address of Vendor \_\_\_\_\_  
\_\_\_\_\_

Length of Sale/Collection \_\_\_\_\_

In School Sale

Out-of-School Sale

PLEASE FILL OUT FACILITY REQUEST FORM AND ATTACH, IF NEEDED.

**\*\*Please return this form(s) to the Student Activities Office as soon as possible.\*\***  
Office Use Only.

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Approved Dates: \_\_\_\_\_

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

\_\_\_\_\_  
Dean of Student Activities