MTSU Student Organization Fundraiser Registration Form

This form must be turned in to the Office of Student Organizations & Service accompanied with the Use of Facilities and Application for Food (if needed.) For further information, refer the Student Organization Operations policies and review Solicitation and Fundraising section of the Student Code of Conduct.

Student Organization Name

Contact Person / Title __________________ Date ____________________

Campus Address __________________ Phone Number __________________

Type of Fundraiser (ex: merchandise sale, car wash, ticket sales, etc.)

Location(s) of Fundraiser __________________ Date(s) of Fundraiser __________________

Name of Co-Sponsoring Organization (if applicable) __________________ Time(s) of Fundraiser __________________

Name of Vendor (if applicable) __________________ Amount to be charged __________________

Is your organization receiving a guarantee and/or percentage by the vendor (check one or both):

Guarantee __________________ Percentage __________________

If neither, indicate the benefit to your organization: __________________

APPROVED BY: __________________ NOT APPROVED: __________________

_________________________ Facility Director / Coordinator
_________________________ Organization Advisor
_________________________ Student Organizations & Service
_________________________ Other

Distribution: 1) Facility Director / Coordinator 2) Organization Advisor 3) Student Organizations & Service

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