



FUNDRAISER REQUEST FORM

GENERAL INFORMATION

Ministry Requesting Approval _____

Ministry Contact: _____
 Name Phone email

PURPOSE

For what reason are you requesting this fundraiser?
(If you are requesting for a specific short term missions trip, please include the dates and destination of your trip.)

LOGISTICS

Please describe your fundraiser.
Please be as detailed as possible. For example, when is your fundraiser? Where do you plan to have this fundraiser? What good or service are you trying to sell? Does it cost the ministry anything? How much do you plan to charge for this good or service? Is there an outside company involved?

By signing below, I understand that:

- Approval of this fundraiser does not guarantee nor assume reservation of Facilities Space at Denton Bible Church. I am responsible for reserving facilities in accordance with Denton Bible Church Facilities reservation policies and procedures
- Any costs associated with providing Denton Bible Church facilities staff in the preparation, execution, security or clean up of this event will be taken from the gross receipts of this fundraiser

 Contact Signature Date

 Ministry Director Signature Date

FOR ADMINISTRATIVE USE

Date Rec'd _____ Date Sent to Finance Board _____ Approved? Y / N
 Date Sent to Elders _____ Approved? Y / N

 Approved By Administration Date

Notifications:	Min	Acct	Sec	Fac	Other	Other
Dates:						