



School District of Clayton Fundraiser Request Form

This form must be completed and forwarded to the Director of Food Services, Michele McGowan, prior to the fundraising event. The form may be emailed to michelemcgowan@claytonschoools.net.

Name of School: _____

Fundraiser planned: _____

Nutrition information for the following items to be sold is attached: _____

Date of Event: _____ Building Location of Event: _____

Exempt Fundraiser: _____ Check if approved by building principal. Five allowed per year per DESE.

If this fundraiser is not approved exempt, the items sold must meet all nutrition parameters as stated by DESE. The Food Service Director will assist with determining if items are within the guidelines.

I, _____ have submitted nutrition information for all items to be sold during this fundraiser. _____ is designated as the staff sponsor and will be responsible for the documentation of the fundraiser.

_____ will submit all records to the Food Service Office.

Staff Club Sponsor _____
Signature _____ Date _____

Principal _____
Signature _____ Date _____

Food Service Director _____
Signature _____ Date _____

Building _____ Exempt Fundraiser # _____

White: Food Service Office

Yellow: Staff Club Sponsor

Pink: Building Principal