



# FUNDRAISING APPLICATION



COMPLETE THE FOLLOWING AND SUBMIT TO DIVISION DIRECTOR AT LEAST 4 WEEKS PRIOR TO YOUR DESIRED START DATE

TO BE COMPLETED BY REQUESTOR:

NAME OF REQUESTOR: \_\_\_\_\_  
 REQUESTOR PHONE NUMBER: \_\_\_\_\_  
 COACH NAME: \_\_\_\_\_  
 PRIMARY CONTACT EMAIL: \_\_\_\_\_  
 PRIMARY CONTACT ADDRESS: \_\_\_\_\_

DIVISION (CHECK ONE)

- MINI-MITE
- MITE
- SQUIRT
- PEE WEE
- BANTAM
- MIDGET
- JV PREP
- \_\_\_\_\_

LEAGUE & TEAM (CHECK ONE)

- B-1
- B-2
- B-3
- A
- AA

SEASON: \_\_\_\_\_  
 START DATE DESIRED: \_\_\_\_\_

TO BE COMPLETED BY REQUESTOR:

1. IS THIS A PRE-APPROVED FUNDRAISER?  
 (IDENTIFY THE TYPE OF FUNDRAISER)

- YES \_\_\_\_\_
- NO \_\_\_\_\_

2. WHAT IS THE FUNDRAISING DOLLAR GOAL:

\$ \_\_\_\_\_

3. WHAT TYPE OF MARKETING STRATEGIES WILL YOU EMPLOY?

- POSTED FLYERS
- CAR FLYERS
- MAILBOX FLYERS
- SOCIAL MEDIA
- NEWSPAPERS
- BULLETINS
- DEDICATED WEBSITE
- WEBSITE LINKS
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

4. LIST DUTIES OF ANY PARTICIPATING MINORS

- NOT PARTICIPATING
- PARTICIPATION IN:

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

5. WILL FOOD BE SERVED?

- NO
- YES – INCLUDE MENU

IF FOOD BE CATERED BY A LICENSED FOOD SERVICE PROFESSIONAL:

INSURED? \_\_\_\_\_ Yes \_\_\_\_\_ No

PROVIDE CONTACT INFORMATION:

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

6. WHAT TYPE OF EXPENSES WILL BE INCURRED?

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

Instructions:

- ✓ Complete the fundraising application. Make sure to indicate if fundraiser is on the Pre-Approved list or not and include the type of fundraiser it is.
  - If pre-approved, submit with Financial Statement for the month that the fundraiser takes place.
- ✓ Submit non pre-approved fundraiser applications to Division Director only after obtaining and attaching all required information and documents.
- ✓ The Division Director will arrange the agenda item and may contact you to present. Please allow a minimum of 4 weeks until the next board meeting agenda.
- ✓ Do not begin the fundraiser until you receive notification in writing that the team fundraiser is approved. Contact Division Director if more than 6 weeks without status.
- ✓ Upon completion of approved fundraiser, include all monies in and out of a teams possession relative to the fundraiser on the Financial Statement that is submitted to the THA Treasurer.

- All fundraisers are subject to earning limits. Revenues over the pre-established limit may become part of the Association fund.
- Unless otherwise noted, all proceeds may be payable to the individual team. All proceeds must be deposited in the team account.
- All proceeds are subject to verification by THA Board Financial Secretary, Treasurer or the designated CPA firm retained by THA.

Requestor Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Submission Date: \_\_\_\_\_

DIVISION DIRECTOR (UPON DECISION) \_\_\_\_\_

PRESIDENT / VP: (UPON DECISION) \_\_\_\_\_

Disposition <input type="checkbox"/> Approved <input type="checkbox"/> Denied	Approval Date: _____ Earnings Limit: \$ _____
Reason for Denial: _____	