

# Friends of Girl Scouting

## Fundraising Request Form

Requests should be submitted to the Resource Development Department, Attention: Resource Development Executive, via email to FOGS@gscctx.org, fax to (512) 458-2390, or mail to 12012 Park Thirty-Five Circle, Austin, TX 78753.

Please follow these guidelines:

- Submit all Fundraising Requests at least a month prior to your event.
- Follow all *Safety-Wise* guidelines.
- Follow Health and Safety standards if selling or serving food.
- Ensure that your event does not compete or conflict with council product sales.
- Submit your proceeds to council within two weeks after the event (for FOGS events only).
- Fill out an *Event Financial Report*, and attach it to the *Service Unit Financial Report*

Today's Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Service Unit: \_\_\_\_\_

SUD/Event Coordinator Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Phone number: \_\_\_\_\_

Date of Fundraiser: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Fundraiser is for (check one): FOGS \_\_\_\_ SERVICE UNIT \_\_\_\_

Brief Description of Fundraiser: \_\_\_\_\_

\_\_\_\_\_

If the fundraiser is for a Service Unit, how will the funds be spent? \_\_\_\_\_

\_\_\_\_\_

### For Office Use Only:

Approved       Denied\*

\*Reason for denial (if applicable): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Resource Development Executive Signature

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Date