

**APPLICATION FOR SANCTIONING**

Applicant/Group Name \_\_\_\_\_

Taxpayer I.D./EIN No.: \_\_\_\_\_

Instructions to Applicant:

1. Complete this application. Please print or type. If necessary, please use additional sheets of paper.
2. Sign and date this application.
3. Deliver this application to the Superintendent's office.
4. The Auperintendent shall review the application and make a recommendation to the Board of Education.
5. Applicant will be notified of the Board's decision by superintendent. This is a request for sanctioning by the Applicant Group ("organization") to the Board of Education pursuant to which the funds collected by the Applicant Group are exempt from the statutory controls over school activity funds.

Name of President:

Officer for what year? \_\_\_\_\_ If not for the year of application, the organization agrees to notify district when new officer is elected.

Name of organization:

Address for correspondence: *(Include city and zip)*

Contact phone no.:

Email:

Name of Treasurer:
Officer for what year? _____ If not for the year of application, the organization agrees to notify district when new officer is elected.
Address for correspondence: <i>(Include city and zip)</i>
Contact phone no.
Email:

Describe how the school district and its students will benefit if the organization is sanctioned:

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Does this organization have a bank account?    Yes   or   No

If **Yes** we will need a copy of the June 2023 of the bank statement for this account.

**FINANCIAL REPORT**

(Must cover 12 month period or months in existence if new organization)

\_\_\_\_\_  
Organization Name

A. BEGINNING BALANCE as of \_\_\_\_\_ \$ \_\_\_\_\_ (A)

**B: REVENUES:**

Fund Raiser, Merchandise Sales, Etc.:

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

Donations:

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

Contributions:

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

Other:

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

**Total Revenues** \$ \_\_\_\_\_ (B)

C: TOTAL AVAILABLE (*A Plus B*) \$ \_\_\_\_\_ (C)

**D. EXPENDITURES:**

Fund Raising Expenses \$ \_\_\_\_\_  
Supplies/Materials \$ \_\_\_\_\_  
Advertising \$ \_\_\_\_\_  
Postage, Mailings, etc. \$ \_\_\_\_\_  
Equipment \$ \_\_\_\_\_  
Donations/Contributions \$ \_\_\_\_\_  
Other (list): \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

**Total Expenditures** \$ \_\_\_\_\_ (D)

E. REVENUE OVER/UNDER EXPENDITURE (*C Minus D=Ending Balance*) \$ \_\_\_\_\_ (E)

**APPLICANT CERTIFICATIONS AND ACKNOWLEDGMENTS**

Applicant certifies that its officers have read and have agreed to comply with the terms set forth in District Policy and Regulations.

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation or organization on the basis of race, gender, age, religion, national origin or disability.

Applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decision of the Board of Education is final and non-appealable. Applicant further acknowledges that (a) the Board of Education may, at any time, request the records maintained by the applicant, which records applicant will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the School District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

Applicant acknowledges that the District has the authority to accept or not to accept contributions from a sanctioned organization, and that the District may use a portion of any contribution to meet its legal and tax obligations associated with the acceptance of such contributions. Applicant certifies that no contributions will be made to any District employee directly, and that applicant will timely file all necessary tax forms for its own employees.

Applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of applicant, applicant shall provide to the Board of Education, upon request, on an annual basis, or at the time an application is received, a financial audit or reports that include bank statements, copies of check registers, each detailed treasurer’s report, and by-laws for the period of the annual financial report for applicant’s recently ended fiscal year.

I certify that the information provided on this application is true and correct to the best of my knowledge.

Submitted by: \_\_\_\_\_  
                    President’s Name                      President’s Signature                      Date  
  
\_\_\_\_\_  
Treasurer’s Name                      Treasurer’s Signature                      Date

**OFFICERS**

1. Please provide the following information with respect to the organization's most recently elected officers: Please fill in all information.

Officer's name/Title	Address Email address	Election Date	End of Term

2. What is the purpose and what are the goals of your organization?

3. What are the membership requirements for your organization?

4. Please describe the dues structure for your organization.