

Student Fundraising By-Laws

A) Submit an Student Fundraiser Proposal Form to the Student Fundraiser Representative for discussion and consideration by the Student Officers at least 1 month in advance.

B) A copy of the above form needs to be submitted to the Student Liaison

If Approved:

A) Submit the Proposal Form to the Vice President of FOM for consideration.

If Approved:

A) Submit an Alvirne High School Fundraising Activity Form to the Dean of Students for consideration,

If Approved:

A) Contact the Student Liaison and Volunteer Coordinator for any needs or concerns.

B) After completion of the event, money must be counted and given to and verified by the FOM Treasurer within 10 days. A Check Request and/or Funds Transfer Form and all receipts must be submitted to the Treasurer.

C) An FOM Fundraising Event Summary must be completed and submitted to the Student Fundraiser Representative and the FOM VP.