Fund Raising

## Part A: Requests

 All requests by Travel Teams for Fund Raising activities must be approved by the Executive Board and “Yorktown Soccer Club” name must be used.

. A representative of the team or group requesting approval must appear before the Executive Board and present the following information:

* + Purpose of the fund raiser
	+ Description of the fund raiser
* Expected duration of fund raiser.

## Part B: Conducting a Fund Raiser

Any person conducting fund raisers as part of the Yorktown Soccer Club shall not receive any personal profit in connection with such fund raiser.

Any fund raiser conducted at any Yorktown Soccer Club home field must be coordinated with the Fund Raising Coordinator in advance.

Any team that fails to deposit funds with the Treasurer within fourteen (14) days of the completion of the fund raising activity may be subject to having their team account frozen by order of the Treasurer and / or President.

* Funds must be turned in to the club within 14 days of completion to be recorded in a team account
* All Funds are raised in the name of the Yorktown Youth Soccer Club. At the end of the year (JUNE) any team fundraising account with a balance will be dispersed into the general fund.
* Unused fund raising money reverts back to the club

# Fundraising Process

1. Fill out the form in it’s entirety and send completed form via e-­‐mail to: yysc@verizon.net
2. It will be reviewed. Fundraiser cannot begin until signed and approved form is received by the team coordinator.
3. Signed approved or denied form will be sent back to email listed on form.
4. All funds collected from the fundraiser MUST be deposited in the team account with 14 days of receiving.

Today's Date: / /

Team Name:

Team Manager and Coach Name: Fundraising Activity Coordinator Name:

Fundraising Activity Coordinator Email:

Fundraising Activity Coordinator Phone Number Description of fundraising activity:

Start Date of Fundraiser: / / Ending date: / /

Location of Fundraiser:

How will funds generated be used?

What is the amount estimated to be raised by this fundraiser?

Please note: ALL funds raised by the above fundraiser MUST be turned in to the office and deposited in your team account within 14 days of your fundraiser ending. If the funds are not turned in within 14 days your account may be frozen . Any person conducting fund raisers as part of the Yorktown Soccer Club shall not receive any personal profit in connection with such fund raiser.

\*\*\* ALL FUNDRAISERS MUST BEAR THE NAME OF THE YORKTOWN YOUTH SOCCER CLUB\*\*\*

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### Yorktown Fundraising Coordinator Name: Yorktown Fundraising Coordinator Signature:

Fundraiser Approved or Denied: Date:

Special Notes: