

# BELLAIRE LOCAL SCHOOL DISTRICT

340 34TH Street - Bellaire, OH 43906-1513 - Phone (740) 676-1826 - Fax (740) 671-6002

TO: Bellaire Local School District Citizens and Business Community  
FROM: Derrick McAfee, Superintendent  
RE: FUND RAISING ACTIVITIES

This memo is to identify \_\_\_\_\_ as an organization that has contacted the Bellaire Public School District Board of Education Offices for the purpose of fund raising activities for \_\_\_\_\_ during the dates of \_\_\_\_\_. If the fund raising activity is a sale, the items to be sold should include \_\_\_\_\_.

**THE ORGANIZATION IS RAISING FUNDS THAT WILL DIRECTLY SUPPORT THE BELLAIRE PUBLIC SCHOOLS, ITS PROGRAMS, AND ACTIVITIES. ATHLETIC EVENT SALES HAVE BEEN APPROVED BY THE STUDENT PROGRAMS COORDINATOR.**

If you need additional information, please contact the undersigned who is responsible for organizing and controlling this activity.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Student Programs Director signature (if applicable)

\_\_\_\_\_  
Organizational Position

\_\_\_\_\_  
Principal signature

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Superintendent signature

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Today's date