

Application for Fundraising Activity/Event

Submit this application to the Vestry Register no later than the first of the month you wish to be considered at the next Vestry meeting.*

Name of sponsoring group: _____ Pillar _____

Date to Begin: _____ Date to End: _____

**Single Occurrence _____ Continuing _____ Annual _____ Emergency _____

Description of the proposed activity(ies) including type, proposed length (whether single event or continuing) and purpose:

Name of the treasurer for activity(ies) _____

Contact Information for Treasurer _____

Account Number _____ Name _____ shall receive the funds

Disposition of funds (include where funds over and above the anticipated amount will be deposited).

Disposition of funds should the sponsoring organization discontinue its operation

Action of the Vestry: _____ approved _____ denied Follow-up Report due: _____
(reason: _____)

Date: _____

Signature of Register: _____

Signature of Treasurer: _____

Follow-up Report on Fundraising

The completed form must be submitted to the vestry register no later than 45 days after the completion of the approved fundraising activity.

Name of Person/position completing this report _____

Contact information _____

Description of the project outcome _____

Give the total amount of funds received including the names of all public donors (attach as needed):

List expenses incurred by the project (attach as needed)

Statement of the amount earned and the location of all excess funds (attach as needed) _____

Received by the Register _____ (date)

Distributed to the Vestry _____ (date)