

GREENVILLE PUBLIC SCHOOLS REQUEST FOR FUND-RAISING ACTIVITY

1 Name of Organization _____

2 Advisor _____

3 Describe the fund-raising activity _____

4 Will the fund-raising activity require sales in the community?

Yes _____

No _____

5 Dates:

Project to begin: _____

Date to end: _____

6 How will the funds be collected and accounted _____

7 What will these funds be used for? _____

8 Are Proposed sales subject to Michigan Sales Tax?*

Yes _____

No _____

* Sales Tax is applicable for:

- 1 Sales of class pins, rings, jackets, sweatshirts, and other similar articles when purchased by students or adults.
- 2 Sales made to the PTA, Booster organizations, teachers and/or other school personnel.
- 3 ALL Concession sales are taxable
- 4 General rule of thumb - If you would pay sales tax on it at a retail store it is TAXABLE.
- 5 In summation, all items EXEMPT from Michigan Sales Tax must be ordered on a school purchase order and paid for by school check.

Signature - Organization Sponsor

Signature - Building Principal

Signature - Superintendent