

**Lynn Haven United Methodist Church**  
**Request to Ask for Donations and Fundraising Form**

(Unless special permission is given, all donation collection and fundraising sales will be located in the Portico Lobby)

Class/Group/ or organization making request \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone number \_\_\_\_\_

Email address \_\_\_\_\_

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**Donations Drives**

Type of Donation(s) your group will be asking for \_\_\_\_\_  
(ie, clothes, cell phones, magazines, money, etc.)

This donation drive will benefit \_\_\_\_\_ (Group Name)

Dates requested for donation drive \_\_\_\_\_

Location and resource needs: (ie. table, Basket at Donation Center, large metal receptacle, etc.)  
\_\_\_\_\_

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**Fundraising Activity**

Types of items to be sold (popcorn, coupon books, pancake supper tickets, etc)  
\_\_\_\_\_

This fundraiser will benefit \_\_\_\_\_ (group name or activity)

Dates requested for Fundraising activity (include dates of tickets sales or sign-ups)  
\_\_\_\_\_

Location and resource needs: (ie, table, Sign-up Center sign-up) \_\_\_\_\_  
\_\_\_\_\_

Date Submitted to Church Administrator \_\_\_\_\_

Note: All church-wide requests for Donations and Fundraising activities must be pre-approved by the Executive Leadership Team before it will be announced in the newsletter or bulletin. The Executive Leadership Team meets on the 2nd and 4<sup>th</sup> Tuesday of the month. The deadline for submissions to newsletter and bulletin is Monday at noon.

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For office use only:

Other donation/fundraising activities approved for this time: \_\_\_\_\_  
\_\_\_\_\_

Approved by Executive Leadership Team \_\_\_\_\_

Signature

Date

Contact person advised of approval by Church Administrator \_\_\_\_\_

Date

Copies given to : Sue \_\_\_\_\_ Mo \_\_\_\_\_ Angel \_\_\_\_\_ Wanda \_\_\_\_\_