

North Penn School District

Approval Form — Raffles, Sales of Chances and Drawings

Administrative Regulation 3900 requires written permission from the assistant superintendent’s office prior to drawings or the sale of raffles/chances in the name of the North Penn School District or its member organizations. (This form must be used for approval at the building level and district level.)

Applications must be processed *and approved* prior to the date any materials are ordered, publicity is begun, or public announcements are made. **Please attach a copy of group’s Montgomery County Games of Chance license.**

Name of Individual Responsible

Date/Time of Event

Address

Place of Event

Phone Number

Signature of Individual Responsible

Group and/or Organization Represented

Describe the fundraising activity:

Describe the “prizes” to be awarded and any anticipated expenses of the activity:

Describe the goal in total dollars and/or anticipated “profit” and what this money will fund:

Approval – Principal		Date
Comments _____		

Approval – Director of Elementary Ed. OR Director of Secondary Ed.		Date
Comments _____		

Approval – Assistant Superintendent		Date
Comments _____		

Please distribute a copy of this form to both the building principal and The Office of School and Community Services at the ESC, 401 East Hancock St., Lansdale, PA 19446