

## West Seattle Booster Club

### Funds Request Form

*This form should be completed by the coach, who will forward it to the Athletic Director for review/approval, followed by the Booster Club's review/approval.*

Sport/Activity/Club: \_\_\_\_\_ Date: \_\_\_\_\_

Requested by (name, phone, email):

\_\_\_\_\_

Describe item to be funded and how it will be used, or attach details:

Lifespan of the item: \_\_\_\_\_ Number of students impacted: \_\_\_\_\_

Total Cost, include tax and shipping (attach quote): \$ \_\_\_\_\_

Amount Requested from Boosters: \$ \_\_\_\_\_

Supplier Name & Address:

\_\_\_\_\_

Supplier Contact Name & Phone:

\_\_\_\_\_

Describe any Team Fundraising Activities:

Booster Club Team Representative (name & email):

\_\_\_\_\_

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### Booster Club Section

Booster Decision:

Amount Approved: \$ \_\_\_\_\_ Date: \_\_\_\_\_

Board Signature: \_\_\_\_\_

Form revision date: 02/13/17