

School/Organization: _____

Contact: _____ Phone: _____

Email: _____ Fundraiser(items sold/activity etc.) _____

Please explain the use of funds raised: _____

*Fundraiser Dates: from _____ to _____ Fundraiser Financial Goal: _____

***Superintendent’s signature required before starting a fundraiser.**

If food and/or beverage items are being **sold to students during the school day**, they **must** meet the Connecticut Nutrition Standards and the CT State Beverage Law for Healthy Foods and Beverages. Please call the Food Service Director at (203) 758-6671 for further instructions.

Exemption: Any type of food or beverage for **sale to students** is allowed if all of the following three (3) conditions are met: **1. The sale is in connection with an event**occurring after the regular school day or on the weekend; 2. The sale is at the location of the event**;** 3. **The food and/or beverages are not sold from a vending machine or school store.**

****Event examples:** athletic games, theater productions. *Examples of Events that do not qualify for the above Food or Beverage Exemption: Athletic or Fine Arts practices, meetings or rehearsals.*

As per Region 16 policy, no homemade food items may be distributed or sold to students at a school sponsored event during the school day.

Sales of Food Tickets: coupons, tokens, or similar items that are redeemable for food is the same as selling food to students unless it meets the exemption listed above. Otherwise, food and/or beverages must meet the CT Nutrition Standards.

If the fundraiser involves selling food and/or beverage items, please supply the following information:

Type of Food or Beverages: _____
(Examples: candy, cookie dough, cakes, pies, soda)

Manufacturer: _____

Explain the sale process, collection process, and pick-up procedures (if applicable): _____

Soliciting sponsorship/advertising for any type of fundraiser should not include adult oriented businesses (i.e. liquor stores, etc.)

The Fundraiser will be conducted: (check all that apply) within the school for students _____

After the school day _____ at the location of the event _____ off school premises*** _____**

***** If off school premises, please provide location:** _____

Principal’s Signature _____ Date _____

Food Service Director’s Signature _____ Date _____

Superintendent’s Signature _____ Date _____

Annual Major Fundraisers must be filed with the building principal before July 1st of the school year for which it is requested. All others to be filed at least 7 days prior to begin date of fundraiser.