

**Fundraising Request Form**

Club / Organization / Sport: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

Fundraiser Start Date: \_\_\_\_\_ Fundraiser End Date: \_\_\_\_\_

Fundraiser Name: \_\_\_\_\_

Fundraiser Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Donors** - Who are your donors? - Please check all that apply.

CP Parents - Only

CP Parents, Family & Friends

Local Community Members

Local Business Owners

Other \_\_\_\_\_

**Marketing - These dates will be placed on the fundraising calendar so we do not send too many eblasts about fundraisers.**

Social Media - Dates Requested: \_\_\_\_\_

What's Up CP/ Flyer Attached - Dates Requested: \_\_\_\_\_

Eblast of Flyer/Campaign Link - Dates Requested: \_\_\_\_\_

Press Release to Local Media - (Due one month in advanced): \_\_\_\_\_

**Raffle Tickets** - to comply with the *Louisiana Office of Charitable Gaming* you must take the following actions if the raffle prize's fair market value is greater than \$200.

1. [OCG208 - Application for Exempt Status](#) - Complete at least one month in advance.
2. [OCG305A - Raffle Guidelines](#) must be followed - read before ordering raffle tickets.
3. [OCG305 - Raffle Accountability](#) after tickets are sold, complete this form and turn in to Crystal Dupuy.

**Please attach or email your event flyer to [klaurent@centralprivate.org](mailto:klaurent@centralprivate.org) for approval.**