

Evergreen Elementary

JAN 18 2011



1610 Pine Road
Rothschild, WI 54474

Phone (715) 359-6591 Fax (715) 355-3722
www.dce.k12.wi.us/evergreen

Richard L. Koepke, Principal

January 17, 2011

Dear Dr. Gilmore and the Board of Education,

Once again this year we ask your approval to solicit sponsorships from area businesses for our Schoolhouse Rock and Run 5K and 1-Mile Fun Run. Annual proceeds from this community-based fitness event range from \$1,000 - \$2,000 and directly benefit the students of Evergreen Elementary through our PTO. This year's race will be held on Saturday, April 30 at 9:00 am. Each year approximately 200 runners turn out to participate in the fun event.

Thank you,

A handwritten signature in cursive script that reads "Richard L. Koepke".

Rick Koepke
Principal

FUND-RAISING APPLICATION FORM

(This form is to be completed for each fund-raising activity being considered.)

- 1. Name of organization(s) making application Evergreen PTO
- 2. Person completing this form: Name Rick Koepke
Address 1610 Pine Rd
Rothschild, WI
Phone No. 715-359-6591
- 3. How much money does your organization plan to raise with this fund-raising activity? _____
- 4. How do you plan to raise the money? Sponsorship and registration fees.
- 5. Can you ensure the administration that no direct solicitation of students/teachers at school will be used to raise this money? Yes No
- 6. Do you plan to use either the implied or actual name of a school district organization or the school district in general in raising money? Yes No
If so, in what context? To benefit the students of Evergreen Elementary.
- 7. Will your fund-raising activity include direct solicitation of businesses, service clubs, or other organizations in our community? Yes No
If so, which ones? Subway, Kings Campers, Sam's Pizza, Coleman-Zell.
- 8. Do you plan to advertise the activity in the newspaper, radio, or in other means? Yes No
If so, how? 550 am. Everest Herald, Evergreen events.
- 9. Will alcoholic beverages be served or sold during the fund-raising activity? Yes No
- 10. Where does your organization plan to deposit the money that is raised? PTO checking account
- 11. What are the names of the school personnel with whom you plan to deal in making financial gifts to the school?
Rick Koepke
- 12. During what period of time (days, weeks, months) do you plan to conduct this fund-raiser?
Jan-April

This Fund-Raising Application Form has been reviewed and approved by the following people:

1/17/11
Date
1/19/11
Date
Date

[Signature]
Building Principal
[Signature]
Superintendent of Schools
School Board

When a copy of this form has been returned to the person making the application, the fund-raising activity will be placed on the school calendar. Local businesses being solicited may request to see a copy of this approved form.