

# Center for Inclusion and Campus Involvement

## Philanthropy Fundraising Permit

Rollins College supports and encourages student fundraising and philanthropic efforts. In order to host a fundraiser please complete this application and submit to the CICI for approval.

### Instructions:

- Completed application must be submitted to the CICI for approval 7 business days prior to event date.
- When you take the cash you've collected to the cashier's window, you will need to have this permit with you.
- Funds should be turned into the cashier by the close of business the next business day after fundraising end date.
- A copy of your approved permit must be displayed at fundraising site, and a copy of the permit must be given to the nonprofit organization for which you are holding the fundraiser.

Purpose of the event: (Describe why your organization is holding this fundraising event and what nonprofit organization will benefit.) \_\_\_\_\_  
\_\_\_\_\_

Name of Event \_\_\_\_\_

Location: (On campus or off) \_\_\_\_\_

Date(s) of fundraising event: \_\_\_\_\_

Name of Student Organization: \_\_\_\_\_

Student Event Coordinator: (President or Philanthropy Chair) \_\_\_\_\_

Email and cellphone: \_\_\_\_\_

Student Organization Advisor: \_\_\_\_\_ (printed) \_\_\_\_\_ (sign)

Name of Nonprofit Organization: \_\_\_\_\_

Contact person: \_\_\_\_\_ (Name) \_\_\_\_\_ (title)

\_\_\_\_\_ (email address) \_\_\_\_\_ (phone)

### CICI only

Organization Account Number: \_\_\_\_\_ (fund, org)

Approval from CICI staff member: \_\_\_\_\_ (print) \_\_\_\_\_ (sign)

*Questions? Students can contact the Center for Inclusion & Campus Involvement (cici@rollins.edu). Members of Non-Profit Organizations can contact Cindy LaFronz (clafronz@rollins.edu)*