

Fundraising Policies for Band

Our band booster organization provides vital assistance to our band in a number of ways, including financial support. A large portion of our revenue comes from various fundraisers involving students and parents. Through your participation, you are helping raise money for our general operating expenses and/or other designated projects. Please remember fundraising profits come back to the students through various booster services. Some of our fundraisers involve sales (e.g. citrus fruit sale) that provide participating students a way to earn credit for their student account. Our sales typically net us 40 to 45% profit, which is divided equally between the individual student's Band Account and the Band Booster treasury. Please see **Student Account Policies** for more information.

Ordering:

1. All band members in good standing are encouraged to participate.
2. Orders are taken on a pre-paid basis. For your protection, please request payment by check. Cash payments are strongly discouraged.
3. All payments are to be in a sealed envelope, labeled on the outside with the student's name, amount, and a description (e.g. fruit sale) of the payment.
4. Inside the envelope, please include the proper form (if any) completed correctly and legibly. Write student's name in memo section of each check. Please list total cash, total checks and grand total.
5. Orders not meeting these criteria may be rejected.
6. Orders submitted after the announced deadline may not be accepted.
7. Orders may not be accepted if the student is in debt.
8. Students will be honest, courteous and reliable in dealing with customers. Represent our band in the most positive light. Take this opportunity to promote our band program in the community.
9. School policy regarding sales will be observed.
10. Student use of his or her student account to pay for a fundraiser is prohibited.
11. No profit can be credited to the student account if there is an unresolved discrepancy in the amount submitted.
12. The school and the Falcon Band assume no responsibility for improper payments.

Delivery:

13. Please plan to be flexible with the delivery date. While we will request a specific delivery date and time, we may encounter circumstances beyond our control.
14. Please make your best effort to pick up your order on the day it arrives, especially when dealing with perishables such as fruit. Doing so will maximize the likelihood that you will receive your complete order and provide our customers with the best quality.
15. Students are liable for losses resulting from negligence on their part. This includes breakage, spoilage, theft, misplaced, and unclaimed items.
16. Please ask your customers to inspect their orders. Any problem with an order (e.g. accuracy, quality, delivery, or payment, etc.) should be reported immediately upon discovery.

Fundraising is vital to the band. We want fundraisers to be easy, profitable, reliable, and financially responsible. These policies will help fulfill these objectives. **Failure to comply with these policies may result in penalties including loss of privilege to participate in future fundraisers, and loss of rank, office, awards or other privileges.**