



W.C.O. Booster Club

POST OFFICE BOX # 321057
LOS GATOS, CALIFORNIA 95032

REQUEST FOR FUNDING FORM

BENEFITING WILLIAM C. OVERFELT HIGH SCHOOL STUDENT ACTIVITIES

PLEASE NOTE- BEFORE FUNDS ARE RELEASED ALL REQUESTS MUST HAVE

1. WCO BOOSTER CLUB MEETINGS ARE HELD EVERY 2ND THURSDAY'S OF THE MONTH.
2. A VOTE & APPROVAL BY BOOSTER CLUB MEMBERS (IN GOOD STANDING) AT CLUB MEETINGS BEFORE THE RELEASE OF FUNDS.
3. ALL REQUEST FORMS SUBMITTED EITHER BY: E-MAIL, MAILED BY THE US POSTAL SERVICE, OR BE PRESENTED IN PERSON TO THE BOOSTER CLUB, 4 WEEKS PRIOR TO THE MEETINGS FOR CONSIDERATION OF FUNDING. FOR A BETTER UNDERSTANDING OF YOUR REQUEST, IT IS RECOMMENDED THAT REQUESTS ARE SUBMITTED IN PERSON, IN CASE THERE ARE QUESTIONS THAT COULD TO BE ANSWERED; OTHERWISE, FUNDING CAN BE DELAYED UNTIL ALL ANSWERS ARE SATISFIED.

EVENT DATE: _____

REQUESTOR'S NAME: _____ PHONE #: _____

REQUESTOR'S TITLE: _____ AMOUNT OF REQUEST: _____

SCHOOL ORGANIZATION OR CLUB NAME: _____

REASON FOR REQUEST: _____

*** ATTACH A SEPARATE SHEET IF MORE ROOM IS NEEDED TO DESCRIBE THE REASON FOR THIS REQUEST ***

PLEASE DO NOT WRITE BELOW THIS LINE – THIS SECTION IS FOR COMMITTEE APPROVALS ONLY

WCO BOOSTER CLUB PRESIDENT: _____

WCO BOOSTER CLUB VICE PRESIDENT: _____

WCO BOOSTER CLUB TREASURER: _____

WCO BOOSTER CLUB SECRETARY: _____

DATE APPROVED BY COMMITTEE MEMBERS: _____

1st: _____

2nd: _____

3rd: _____

**NOTE: UNUSED FUNDING FOR THE PURPOSE OF THIS APPLICATION MUST BE RETURNED
BACK TO THE WCO BOOSTER CLUB**