



Rationale: Rainier Christian Schools operates as 501(c)(3) and is subject to strict Federal and state statutes and regulations regarding fundraising.

Fundraiser Road Map

- 1. Express a clear and defined purpose for extra funds**
- 2. Decide on Framework of Fundraiser (Date, Location, Leadership, Type, and etc.)**
- 3. Complete “Fundraiser Request Form” with approval from Principal or Director and submit to District Office giving preferably 2 weeks notice. The District Office will send approval of Fundraiser and send a Fundraiser Packet**
- 4. Conduct Fundraiser as outlined in the approved Fundraiser Request Form**
- 5. Following Fundraiser, complete “Fundraiser Report Form” and submit deposit to the District Office along with the completed, Cash Transmittal form any other necessary paperwork within 3 business days.**

*All funds raised since July 1, 2019 need to be submitted to the District Office. (Booster Club, Athletic Teams, and PTFs)

**Slush Funds that are held independently violate Non-profit tax laws