

FILL OUT COMPLETELY

TODAY'S DATE: _____

REQUESTED BY: _____
(NAME OF PRIVATE ORGANIZATION)

*DATE/DATES OF FUNDRAISER: _____

**TYPE OF FUNDRAISER: _____
(EX: BAKE SALE/AUCTION/CAR WASH, ETC)***FUNDRAISER (F/R) LOCATION: _____
(EXAMPLES: PX/POV CARWASH/COMMISSARY, ETC)PURPOSE OF FUNDRAISER: _____
_____FS _____ HAAF _____ (**CK ONE**) FUNDRAISER HOURS FROM _____ 'TIL _____POINT OF CONTACT NAME FOR FUNDRAISER (**PRINTED**) _____

TELEPHONE NO: WORK _____ HOME _____ FAX _____

E-MAIL ADDRESS: _____

PO MEMBER AUTHORIZING FUNDRAISER PRINTED & SIGNED SIGNATURE

_____***NOTE:** FUNDRAISER REQUESTS MUST BE SUBMITTED NO LATER THAN 14 **WORKING** DAYS PRIOR TO FUNCTION IN ORDER TO HAVE AN ADEQUATE AMOUNT OF TIME TO GO THROUGH THE LEGAL REVIEW PROCESS.****NOTE:** If you are holding a raffle, you must list to whom you will be selling the tickets to, what the asking donation per ticket is, what the prize will consist of and date raffle held. List the dates tickets sold prior to drawing. If needed, you may use the space below to provide this additional information.

Return this request to EMAIL: usarmy.stewart.usag.mbx.dmw-r-finance-management@army.mil
OR DFMWR, Financial Management Bldg 443, Suite 163, Ft. Stewart or mail to: DFMWR, PO Box 3597, Fort Stewart, GA 31315 or Fax to (912) 767- 3361.