



# Warren Mott Booster Club – Support Request Form

This form is for use by any student, student group, coach, faculty member or administrator for WMHS when requesting financial support from the Warren Mott Booster Club. Please be advised that the whole dollar amount may not be approved and may be a partial amount/spread out during school year based on Warren Mott Booster Club budget.

Funding Requests for items that become personal property, and requests with incomplete or missing information will not be considered.

This form and all supporting documentation **must** be received via the Booster Club email [wmboster@gmail.com](mailto:wmboster@gmail.com) at least **2 weeks** prior to the Booster Club meeting (check website for meeting dates) in which you plan to present.

The persons making the request should plan to attend a Booster Club Meeting to present their funding request to the membership under “New Business”. The presentation need not be elaborate, but should include enough information to explain the importance of this request to the membership, and include details on how you arrived at the amount requested. Copies of pictures/diagrams can be handed out to facilitate the presentation. Be prepared to provide detailed answers to the above questions. At least 3 competitive written quotes **MUST** be included for any property purchases. All Student groups/coaches **MUST** include a current roster of students/athletes.

Name of Requestor: \_\_\_\_\_ Organization: \_\_\_\_\_

Email of Requestor: \_\_\_\_\_ Phone: \_\_\_\_\_

IF approved, make check payable to: \_\_\_\_\_ Amount Requested: \_\_\_\_\_

Principal Signature (required): \_\_\_\_\_ Date: \_\_\_\_\_

Athletic Director Signature (required for sports teams only): \_\_\_\_\_ Date: \_\_\_\_\_

Booster Initial: Pres \_\_\_\_\_ Sec \_\_\_\_\_ Tres \_\_\_\_\_ Com \_\_\_\_\_ Ath \_\_\_\_\_ Fund \_\_\_\_\_ Mem \_\_\_\_\_ Con \_\_\_\_\_ Date: \_\_\_\_\_

Detail your organization’s participation in Booster Club activities (Parent volunteers at Booster events and/or fundraising activities, helping with committees, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for your request (detailed description, including how will these funds be used): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Detail your other fundraising activates and efforts made to raise funds. Explain your current financial situation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is the expected life span of this purchase (one time use, equipment lasting 4 years, etc.)? \_\_\_\_\_  
Explain the guarantee, warranty and/or return policy of product if applicable? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_