

In Order for a fundraiser to be considered a BOOSTERS Club, 501 3(c) exempt Activity, the following must apply. There are exceptions/specifics to this, so it's important to bring your fundraising ideas to a Booster Meeting or their BOARD for approval.

1. The activity must have been conducted at the direction and/or under the supervision of the Booster Club. **Pre-Approval by Booster Board is imperative.**
2. If there was a contract involved, the Booster Club Exec signs the contract in accordance with their bylaws. If a team needs to buy with a vendor... the BOOSTERS Exec Board signs off on the "contract" for it to be a BOOSTERS fundraiser/event.
3. The Booster Club must be involved in some capacity, of the creation, planning of the activity, implementation, operation and management of the activity to include:
 - A .Provide the majority of manpower for the activity through its non-student volunteer members- STUDENTS are allowed to have a "private" life and participate in fundraising. HOWEVER, any fundraising done for **BOOSTERS MUST be done AFTER school hours, and typically NOT on school CAMPUS** unless there is a contract between ASB/GHHS and Boosters that states otherwise. When activity is conducted during school hours etc. it CAN and most likely will be seen as an ASB event...which means, money raised goes to the district (for GHHS).
 - B. Have a properly structured committee/parent rep/group for the activity (again, important to keep Boosters undated and INFORMED).
 - C. Boosters' insurance must cover the activity!!
 - D. Boosters (or their representatives) must handle all financial reconciliation aspects of the activity, including product management and sales.
 - E. School district employees can be involved, but only **during their own personal (non staff, non-paid) time** unless the employee's job description requires them to serve in an advisory capacity (i.e. COACHES etc.), or a contract with the District/Boosters that states otherwise.
4. A facility use permit may be required by the school district, in accordance with district policy.

**FLYERS MUST INFORM THE PUBLIC THAT YOUR FUNDRAISER IS SPONSORED BY
GHHS Sport Boosters, a registered 501 C3 non-profit organization.**

***** These are GENERAL points of information. Please reach out to GHHS Athletic Director or GHHS Sport Boosters Board for more information. These RULES are NOT NEW.**