



The Mission of St. Francis of Assisi Parish in Springfield, PA is to be disciples.
Centered in the Eucharist, we are called to encounter, follow and imitate Jesus's way of life through the humble example of our patron, St. Francis of Assisi

Saint Francis of Assisi Parish

Fundraising Request

EXHIBIT V

(REQUEST FOR APPROVAL)

DATE OF REQUEST: _____ / _____ / _____	EVENT NAME:
MINISTRY/ORGANIZATION:	EVENT CONTACT:
ORGANIZATION LEADER:	EVENT CONTACT PHONE:
ORG. LEADER PHONE:	EVENT CONTACT EMAIL:
ORG. LEADER EMAIL:	EVENT: <input type="checkbox"/> Existing <input type="checkbox"/> New

FUNDRAISING TYPE: MONETARY <input type="checkbox"/> GOODS <input type="checkbox"/> OTHER <input type="checkbox"/>	BENEFIT ORGANIZATION(S): _____ _____	EVENT FREQUENCY: <input type="checkbox"/> 1-TIME ONLY: [Month: _____] <input type="checkbox"/> ANNUALLY [Month: _____] <input type="checkbox"/> MORE THAN ONCE @ YEAR: [Months: _____]
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EVENT START DATE: _____ / _____ / _____	EVENT END DATE: _____ / _____ / _____
EVENT START TIME: _____ <input type="checkbox"/> AM <input type="checkbox"/> PM	EVENT END TIME: _____ <input type="checkbox"/> AM <input type="checkbox"/> PM

DESCRIPTION OF EVENT:	SUPPORTING DOCUMENTS [Attach any pertinent Documents]
	1. 2. 3.

FINANCES:

ANTICIPATED EXPENSES: _____ EXPECTED REVENUE: _____

START UP FUNDS REQUIRED: YES ~ AMOUNT NEEDED: _____ NO

PLANNED USE OF MONETARY PROCEEDS:

LOGISTICS:

___ REQUIRE THE USE OF PARISH FACILITIES (SPECIFICALLY): _____

___ REQUIRE PARKING OR LOCAL GOVERNMENT APPROVAL (FIRE DEPT, POLICE, ETC.): _____

___ OTHER: _____

+++++ FOR PASTORAL COUNCIL & FINANCE COUNCIL USE ONLY +++++

RECEIVED BY (PBO):	DATE RECEIVED: _____ / _____ / _____
SUBMITTED TO PC & FC:	DATE SUBMITTED: _____ / _____ / _____
REVIEWED BY:	DATE REVIEWED: _____ / _____ / _____
APPROVED BY:	DATE APPROVED: _____ / _____ / _____
DECLINED: <input type="checkbox"/> DEFERRED: <input type="checkbox"/> REASON: _____	