



AMERICAN LEGION AUXILIARY

Department of Washington

Post Office Box 5867

Lacey, WA 98509-5867

Telephone: 360-456-5995

Fax: 360-491-7442

secretary@walegion-aux.org

Application for Special Fund Raising Project

All fund raising proposed by officers or program chairman for the current administrative year must be approved by the Department President . The Department Secretary and Treasurer will be notified in writing, of said approval. The Department Staff will communicate with the officer/program chairman to establish the approved fund raiser, providing all necessary information and paperwork required to administer the fund raiser.

Office / Chairmanship _____

Title of Project _____

Date(s) of Project _____

Type of Targeted Fund

Department

National

Other

Name of Target Fund _____

Reason for special project _____

How do you plan to carry out this project? Include plans for how information will be presented to membership, how much is suggested donations, when/where project will take place, will there be any expenses, etc.

Mail this Form to the current Department President

The Department President will review this application and will make the final approval. Upon approval she will forward this application with her signature to the Department office so they may forward all financial accounting material to chairman as needed.

Department President Signature _____

Date of Approval _____