WSU FUNDRAISING/SOLICITATION APPROVAL

1. Applicant Group or Individual

2. Contact Person (Advisor/Supervisor)
   
   Address
   
   Phone

3. Type of Solicitation Planned: Please outline the proposal briefly and explain the type of donation (case, gift-in-kind, etc.) form of solicitation (drawing, contact businesses, etc.) and names of solicitors.

4. Who will be solicited: i.e., businesses, organizations, WSU faculty/staff, students

5. Date(s) of Solicitations: This form must be completed and signed at least one month prior to solicitation date for off-campus solicitations and one week prior for on-campus solicitations.

6. Goal of Solicitation: Amount expected to

7. Purpose of Solicitation: How are the funds to be used?

Signatures required for on campus solicitation: Advisor/Supervisor, VP for Student Affairs, and VP for University Advancement.

Signatures required for off campus solicitation: Advisor/Supervisor, Dean or VP supervising the applicant group, and VP for University Advancement.

Advisor/Supervisor __________________________ Date Signed __________________________

VP for Student Affairs __________________________ Date Signed __________________________

Dean or VP Supervising the Applicant Group __________________________ Date Signed __________________________

VP for University Advancement __________________________ Date Signed __________________________