

## SFRG Informal Funds Fundraiser Approval

**Signed fundraising approval should be displayed at the fundraiser location and a copy, with deposit slip attached, held in the Informal Funds inspection book for the Annual Report.**

SFRG: \_\_\_\_\_ Date of Fundraiser: \_\_\_\_\_

Location of Fundraiser: \_\_\_\_\_

Point of Contact & Alternate: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Type of Fundraising Requested: \_\_\_\_\_

Purpose for fundraiser: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**APPROVAL SIGNATURES REQUIRED IN THE FOLLOWING ORDER:**

	Print (Rank, First - Last)	Signature	Date	Notes (concur/non-concur)
Battalion Commander (If not Graduating BN please make contact with BC of Graduating Battalion)				
Informal Fund Custodian				
Facility Manager: E.g. Youth Sport Complex, Commissary, Museum, Car Wash. Contact ACS MD&SSO for resource contact.				
AAFES- Competition 4712 Lee Rd. 803-782-7739				
MWR-Competition 3392 Magruder Ave Financial Management (803) 751-3647				
Preventive Medicine 4555 Stuart Street Ft. Jackson, SC 29207				
Vet Services 2498 Knight Ave 803-751-1528				
OSJA – Legal (803) 751-7323 2600 Lee Rd, Columbia				
Other:				

SFRG informal funds will not exceed a cap of \$10,000 at a given time in a calendar year from all sources. Brigade or equivalent commanders have the authority to grant an exception for an increase up to \$25,000 for a period not to exceed three (3) months.

Commander authorizing Fundraiser:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

A copy of the approval (form, memorandum, or email) will be forwarded to the Garrison Commander.

COMMANDER MAY APPROVE FUNDRAISERS HELD IN THE CO, BN, BDE, AND/OR MOTOR POOL AREA PROVIDED THE FUNDRAISER HAS BEEN REVIEWED BY THE DA ETHICS ADVISOR. ANY FUNDRAISER OUTSIDE OF THE UNIT FOOTPRINT MUST BE APPROVED THROUGH GARRISON.