

## Fundraiser Request/Approval Process

Complete the <u>Fundraiser</u> <u>& Donation Request</u> <u>Form</u>. Student Affairs will contact you within 72 business hours if your fundraiser has been approved or declined (including the reason(s) for the decision).

If approved, you may proceed with advertising your fundraiser.



Post event on the KGI Event Calendar.

As a reminder, all funds should be collected through the KGI Event Calendar.

Student clubs/orgs are prohibited from collecting cash. No funds collected from Venmo, Zelle, GoFundMe or similar platforms will be deposited into your club/org accounts.

If you have any questions, please contact Student\_Affairs@kgi.edu