

YORK HIGH SCHOOL PTSA ACTIVITY REQUEST FORM

ALL PTSA-SPONSORED ACTIVITIES (on or off campus) MUST BE SUBMITTED ON THIS FORM AND SUBMITTED TO THE PTSA EXECUTIVE BOARD FOR APPROVAL. UPON RECEIVING BOARD APPROVAL, THE REQUEST WILL BE FORWARDED TO THE YHS ADMINISTRATION FOR FINAL APPROVAL.

Date of Request: _____ Date of Event: _____

Person/Committee Submitting Event: _____

Description of the Event:

Location and Facilities Used for the Event:

Cost to PTSA for Event: _____

Will Admission be Charged? Y N If yes, how much? _____

Will students need supervision? Y N If yes, how will they be supervised? _____

List Schedule of the Events and Time Table: (use additional sheet if necessary)

What is the purpose of this event/fundraiser? _____

Please submit copies of proposed publicity items (posters, program, etc.) along with this form for approval.

PTSA Approval _____
Date of Approval _____
Principal Signature _____
Date of Approval _____