

Humboldt State University Advancement Foundation Fundraising Contest Approval Form

Program Name: _____ Organizer Name: _____

Advancement Foundation Fund ID: _____

Contest Date: _____ Contest Fee: _____ Expected Revenue: _____

I have read the Contest Guidelines and the Event Cash Handling Policies _____ (Initial)

List of Prizes offered:

- 1.) _____ Fair Market Value: _____
- 2.) _____ Fair Market Value: _____
- 3.) _____ Fair Market Value: _____
- 4.) _____ Fair Market Value: _____

Attach a spreadsheet if more items are offered.

Gift in Kind Forms attached _____ (y/n) Location of Item storage prior to contest: _____

Contest Description: _____

Contest Rules: _____

If more than one contest is occurring please attach the description and rules for each contest.

To be completed after the Auction:

of contests held: _____ Total Revenue: _____

Contest Winners:

- 1.) Name: _____ Prize: _____ FMV: _____
- 2.) Name: _____ Prize: _____ FMV: _____
- 3.) Name: _____ Prize: _____ FMV: _____
- 4.) Name: _____ Prize: _____ FMV: _____
- 5.) Name: _____ Prize: _____ FMV: _____
- 6.) Name: _____ Prize: _____ FMV: _____
- 7.) Name: _____ Prize: _____ FMV: _____
- 8.) Name: _____ Prize: _____ FMV: _____

Attach a Spreadsheet if necessary.

Approval

Contest Coordinator: _____ Date _____

University Advancement _____ Date _____