

Fundraising Information

Fundraising Chair
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Everyone who plans on “fundraising” MUST have a signed participation form on file in order to participate in ANY fundraiser. There is one included with this packet, or available on the Fundraising page of our Web site at www.wilsonmusicboosters.org. Please fill it out completely and have your music student drop it off in their respective RED BOX.

All students participating in the chorus, orchestra, marching, jazz, and concert bands for both middle schools and the senior high will have many opportunities to earn credit towards their music trips by participating in as many or as few fundraisers as they choose.

Our first fund raising opportunity is Business ads for our Sound Panorama that will be held in September. Students will earn 40% of the ads they solicit. See the information included with this packet for full details.

Remember to watch our web site wilsonmusicboosters.org for other student fundraising opportunities.

**WILSON MUSIC BOOSTERS
CREDIT POLICY
2011-2012**

MUSIC BOOSTER FUNDRAISERS

Each year the Wilson Music Boosters offer several opportunities for students to earn credits for part of or all of the cost of the annual trip. Credits are for the sole purpose of participating in the music program trips. Fundraisers which are normally offered each year include: Chicken Barbeque, Candle and Cookie Dough, Pizza Kits, Candy Bar, Wolfgang Candy, Citrus Fruit and various other products to be announced throughout the year. All fundraisers will be available on the Boosters Web site. The credit for each fundraiser will be announced at the time of the fund raiser.

A STUDENT PARTICIPATION FORM must be signed by a parent or guardian **BEFORE** any credits may be earned by the student! The purpose of this form is to notify the Wilson Boosters whether or not the student has the parent(s) permission to participate in the credit earning system. Signed participation forms giving permission to the student to participate in the credit earning program indicate that the parent or guardian has read the following regulations and understands and accepts this policy. It also means that the parent or guardian has discussed the program with the student and both will abide with the policy.

PLEASE SIGN AND RETURN THE PARTICIPATION FORM AS SOON AS POSSIBLE. The student should place the signed form in the **RED BOX** in his/her band room. Students will **NOT** be able to participate in any fundraisers or earn credits towards their trip without a form on file with the Music Boosters. **THIS SIGNED PARTICIPATION FORM MUST BE RETURNED WHETHER OR NOT YOUR STUDENT IS PARTICIPATING IN FUNDRAISERS! A PARTICIPATION FORM MUST BE COMPLETED FOR EACH MUSIC STUDENT IN THE FAMILY!**

REGULATIONS

1. ELIGIBILITY

- a. No credit may be earned by a student until a signed participation form is received by the Music Boosters.

2. FUNDRAISER RETURN PROCEDURE

- a. Payment of fund raisers will be by **CHECK OR MONEY ORDER** payable to the **WILSON MUSIC BOOSTERS**. Cash or coins put in the **RED BOX** could be lost or stolen or unaccounted for and the student will be responsible for the lost funds. Payment by personal or certified check is for the protection of the student. **CASH WILL NOT BE ACCEPTED!** Your cancelled check will be your receipt. Put your **STUDENT'S FULL NAME** on the memo line of **any** check (s).
- b. Fundraisers must be returned in a **SEALED ENVELOPE** with a check enclosed for the total cost of the fundraiser. Please put your student's name on the memo line of the check. Occasionally a student and their parents' last names are not the same, and having the student's full name on the memo line will assure that proper credit is given to the student. We cannot give credit to a student we cannot identify.

Address your envelopes for returning fundraisers as follows:

TO: WILSON MUSIC BOOSTERS
FROM: STUDENT'S FULL NAME, SCHOOL, AND GROUP
(ex. John J. Jones, West MS, Band)
RE: NAME OF THE FUNDRAISER (ex. PIZZA SALE)

- c. Each fundraiser has a **STATED DUE DATE**. The fundraiser **MUST BE PLACED IN THE RED BOX IN THE BAND ROOM BY 3:00 PM ON THE DUE DATE. IF THIS DUE DATE AND TIME IS MISSED FOR ANY REASON, IT BECOMES THE RESPONSIBILITY OF THE STUDENT TO CONTACT THEIR LIASON TO DELIVER THE FUNDRAISER TO THEIR LIASON'S HOME.** You will find a list of all the liaisons and their phone numbers in this packet. Please keep this list for future reference.
- d. It is the **STUDENT'S RESPONSIBILITY** to place the fundraiser in the **RED BOX** or into the liaison's hands. **PLEASE DO NOT HAND FUNDRAISERS TO YOUR LIASION'S CHILDREN, YOUR BAND DIRECTORS, SCHOOL OFFICE STAFF, OR OTHER STUDENTS.**
- e. **ALL FUNDRAISERS ARE PREPAID.**
- f. Orders **NOT** picked up on the delivery date will forfeit all earned credit for that fundraiser.
- g. **Please include only one check or money order with each fundraiser.** If payment is made to the student with a check, please deposit the check into your own account and write one single check to the **WILSON MUSIC BOOSTERS**. Please ask your customers to write checks out to you so that you can deposit them into your account. When multiple checks accompany an order, it becomes difficult to trace when and if a check becomes separated.
- h. **RETURNED CHECK POLICY**
If a check is returned by the bank for any reason (i.e. insufficient funds, inactive account, etc.) the payee is responsible for reimbursing the Music Boosters for the amount of the check **plus** the bank returned check fee. Any credits due the student will be posted only after payment has been made. If the payment is not made, the amount of the check plus the bank fee will be added to the cost of the trip. **Any person whose check is returned by the bank for any reason will be required, to pay (by certified check made payable to Wilson Music Boosters) for any subsequent fundraisers or trip payments.** Personal checks or cash will be returned and no credit will be given to the student.

3. CREDITS USAGE

Credits may be applied toward a trip taken by a music group. Each student will receive notification indicating his/her credit balance for the year. The difference between the cost of the trip and the credit balance should be paid by a check made payable to **WILSON MUSIC BOOSTERS**.

- a. **EXPIRATION**-Credits earned in excess of the cost of the current year's trip may be carried over to the following year.

- b. If the student is unable to participate in the trip due to extenuating circumstances, (*please see Music Boosters' Music Trip Payment Policy for more details*) the credits may be carried over to the following year. Extenuating circumstances are those over which the student has no control such as a death in the family, illness, injury, and weddings, etc. Work, academic ineligibility, disciplinary actions, and alternative school trips or functions do not qualify as such. A committee consisting of the elected officers of the executive board, the student's liaison, and the involved director will decide the validity of the extenuating circumstances.
- c. **TRANSFERS**
Credits earned through the Wilson Music Boosters may be transferred within an immediate family (between siblings), and may be transferred between schools. If no family members participate in the music program, credits may be transferred to another student.

