USAG Humphreys Fundraising Request Form

Financial Management Branch, Family and MWR, DSN 755-2289 / 0503-355-2289

Request Date:

Note: Requests need to be submitted 21 working days in advance of	of the event to allow adequate time	for review and approval
1. Organization Name:	2. Category: SFRGs POs	
3. POC Information (Name/Phone/Email):	4. Name & Signature from Commander/Verifying Officers	
5. Date/Time/Detailed Location:	6. Previous Fundraiser Date:	
1. Details of Fundraiser	l	
a. Description of Fundraiser:		
b. Items to sell:		
c. Purpose of fundraiser:		
d. Plans to run fundraiser:		
e. Raised funds be used for:		
2. Organizations conducting fundraisers will not :		Acknowledged:
Sell any alcoholic beverages and Condcut fundraising in an official capacity	or in military uniform	POC Initial
Conduct fundraising activities off the installation in any manner that violate Forces Agreement (SOFA)	es Korean Law or the Status of	POC Initial
Conduct raffles, lottery, or door prize fundraisers without prior, seperate, valegal review from the Consolidated Legal Office		POC Initial
Conduct drawings that include or target non-SOFA persons and Conduct doc		POC Initial
Charge fees to enter USAG-H installation or use facilities and Conduct fund Conduct fundraisers for educational services or child care services	raisers for personal gain	POC Initial
Conduct a prohibited fundraising activity. A prohibited fundraising activity compulsion, coercion, or other action that is contrary to the concept of tru		POC Initial
If the event involves food, you will need copies of current food handler's cards of	,	
POs must be in approved status and good standing including reporting requirement, insurances and other responsibilities of POs		
We request authorization to hold a fundraising event on USAG Daegu area. If approve	·	
and hold the United States of America harmless from and against any and all claims, I of, or in any way connected to this event, whether or not caused or contributed to by part of any employee of the organization, rather than the Army, would be liable.	oss and liability, however caused, arising out	
3. Required Signatures		
a. Location Manager Name & Title b. Contact Information c. Signature		
d. Approved Remarks:		
Daniad		
Denied		
2. SJA- Legal Reviewer Name/ Rank:	Phone Number	•
The fundraising activity is in compliance with AR 210-22, Private Organizations on Department of the Army Installations, 22 Oct 01. AR 600-29, Fund Raising within the Department of the Army, 7 Jul 10. AR 165-1, Religious Activities Army Chaplain Corps Activities, 23 June 15. Approved Denied Reviewer Signature: Date:		
Remarks:		
3. Director, Family and Morale, Welfare, and Recreation:		
Approved Denied Signature:	Date:	
Remarks:		
I Approved / Disapproved	HENRY PAUL STUART Deputy to the Garrison Commander	
** Approved request form must be posted to the public during the event as proof of approval**		