

# Fundraising Application

## Plano Independent School District Approved Fundraising Company Application

Date: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Local Contact Person: \_\_\_\_\_  
Phone: \_\_\_\_\_

In order to be placed on the Plano ISD approved fundraising list, it is necessary that you supply the information requested below. Return completed form to Plano ISD Purchasing Services, 6600 Alma Drive, Plano, TX 75023, with an **original copy of your current Certificate of Insurance naming "Plano ISD as Additional Insured"**. (See detailed requirements in this form)

### Type of Organization

Individual                       Partnership                       Corporation

How long in business? \_\_\_\_\_                      Incorporated in what state? \_\_\_\_\_

### Names of Officers, Owners or Partners

**President** \_\_\_\_\_  
**Vice President** \_\_\_\_\_  
**Treasurer** \_\_\_\_\_  
**Owners or Partners** \_\_\_\_\_  
**Secretary** \_\_\_\_\_

Identify equipment, supplies, materials and/or services which you furnish (state brands, manufacturers, etc.) for fundraising purposes:

Name & address of your customers in this area:

List the name of any owners officers, principal shareholders or sales representatives who are related by blood or marriage within the second degree to any employee of Plano ISD: \_\_\_\_\_

### Plano ISD Requirements:

- 1) All profits, proceeds, credits, etc., shall be paid directly to the school, not to staff members or students. State amount profit the school will receive \_\_\_\_\_
- 2) Gifts to staff members or students are not acceptable.
- 3) A current Certificate of Insurance, listing Plano ISD as certificate holders and as additional insured, must be on file in the PISD Purchasing Department
- 4) Plano ISD will not be responsible for defective/tainted merchandise. All claims arising from such will be the responsibility of the fundraising company

By signature, I agree that the information supplied herein is correct and I agree to comply with all requirements of the Plano ISD.

Signature of Authorized Representative \_\_\_\_\_

Print/type name & title \_\_\_\_\_

The successful contract will be required to supply proof of insurance in accordance with the following schedule in order to be an approved fundraiser for Plano ISD. Plano ISD requires insurance be placed only with companies that have achieved at least an "A" rating with A.M. Best. The District reserves the right to require higher limits of coverage, depending on the size, scope and nature of a contract.

### Types of Insurance Coverage:

- 1) Commercial General Liability - \$1,000,000 combined single limited policy aggregate; \$500,000 combined single limit each occurrence
- 2) Product Liability - \$1,000,000

The immunity of the owner shall not be a defense from the insurance carrier. Plano ISD must be named as an additional insured on the Certificate of Insurance.