

Santa Rosa County School District

Outside Support Organization Registration Form

School Year _____

Principal: _____

School: _____

OSO Name:
Sport or Activity Represented:
Employee Sponsor/Coach of OSO:
Current Number of OSO Members:

By signing below the officers of this Outside Support Organization agree to:

- Submit 3rd party annual review to the principal as required by School Board Policy 9.10 (1) B;
- Submit all financial records for review within three days if requested by the principal;
- Obtain the principal's approval prior to paying any Santa Rosa School District employee;
- Obtain the principal's approval for all fund raisers;
- Submit an updated Registration Form if the officers change during the school year

The principal may disband the OSO for noncompliance. The officers listed below agree to submit a check for the balance of the booster club account payable to the school for credit to the sport or organization's internal account.

Officers	Name	Signature	Phone Number	Signatory? Y/N
President				Y/N
Vice-President				Y/N
Secretary				Y/N
Treasurer				Y/N
Co-Officer				Y/N
Co-Officer				Y/N

Is this Outside Support Organization incorporated? Yes No

Is this Outside Support Organization an active 501(c)(3)? Yes No

Required attachments

- _____ By laws
- _____ Annual Budget (Anticipated income and expenditures)
- _____ List of proposed fundraisers (All fund raisers must be approved by the principal prior to the event)
- _____ Documentation of incorporated status or 501(c)(3) status (if applicable)
- _____ Proof of liability insurance (limit of 1,000,000)

For School Use Only	
_____ Principal	_____ Date Received

The principal signature on this completed form grants permission for the OSO to use the name, logo, mascot or trademark of their school, as part of the OSO's name and in its fundraising or other activities.