

## My School Bucks New Product/Product Update Request

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Club Name

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Sponsor Name

*If this is a fundraiser, do not submit this form until after a Fundraiser Approval Form has been completed in Eduphoria and approved by the principal.*

Product/Fundraiser Name: \_\_\_\_\_

Price (if multiple pricing, provide details):

Price 1 \_\_\_\_\_ Price 2 \_\_\_\_\_ Price 3 \_\_\_\_\_ Price 4 \_\_\_\_\_

Additional Information for Reporting (check items to include):

Member/Student Name	<input type="checkbox"/>	Student ID #	<input type="checkbox"/>
Student Grade Level	<input type="checkbox"/>	Cell Phone #	<input type="checkbox"/>
Guardian Name/Phone Number	<input type="checkbox"/>	Shirt Size	<input type="checkbox"/>

Product Quantity Available (UNL if unlimited): \_\_\_\_\_

For products with limited quantities, attach a product list with availability (*by product, shirt size, etc.*) to this form.

Description (provide details to the purchaser, *for example - no refunds, annual dues, club dues include uniform/shirt, etc.*)

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Product Availability:	General Public	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
	District Wide	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
	Campus only	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

If limited to certain grades, list grades: \_\_\_\_\_

Will you be invoicing specific students?      Yes         No  

If yes, attach the list of students to this form.

Do you have a graphic (pic) you want to display? Yes         No  

- If yes, submit via email to your campus secretary/bookkeeper.

If you want email notifications, provide email address: \_\_\_\_\_

*Note – you will receive an email every time a payment is made.*

Is this a taxable event?      Yes         No  

*Submit completed form to your secretary/bookkeeper to be entered into My School Bucks. You will be informed when set up is completed and a QR code will be emailed. The QR code can be printed and displayed which will direct purchasers to My School Bucks.*

*Office use: Secretary/Bookkeeper – initial and date when setup in My School Bucks is complete:*