



**PO Box 249 • DeKalb, IL 60115**

**dekalbmusicboosters428@gmail.com • Like us on Facebook - DeKalb Music Boosters**

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## **DeKalb Music Boosters Requisition Form**

*Please submit completed form via email or mail to the DeKalb Music Boosters' Treasurer.*

**Today's Date:** \_\_\_\_\_

**Director:** \_\_\_\_\_

**School:** \_\_\_\_\_

**Phone or Email:** \_\_\_\_\_

**Class or Group:** \_\_\_\_\_

**Amount Requested:** \_\_\_\_\_

**Make Check Payable To:** \_\_\_\_\_

**Address Where Check Should Be Sent:**

\_\_\_\_\_  
\_\_\_\_\_

**Date Money Needed:** \_\_\_\_\_

**Please describe the purpose for which these funds will be used:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of students involved/affected (can be an estimate): \_\_\_\_\_

Total Cost of Event or Item: \_\_\_\_\_

Please describe other fundraising/how the remaining funding will be obtained:

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Please initial to indicate you have consulted with the District Music Coordinator, and have ascertained that district funds are not available for this purpose: \_\_\_\_\_.

*Music Booster meetings are held the 1st Thursday of each month. Please plan ahead and submit your request at least one month prior to your need to allow ample time to discuss and vote on your request. Thank you.*