



MARK TWAIN INTERMEDIATE SCHOOL FOR THE GIFTED AND TALENTED

"Explore. Dream. Discover."

2401 Neptune Avenue | Brooklyn, NY 11224 | Tel (718) 266-0814 | Fax (718) 266-1693 | is239.schoolwires.com | Karen Ditolla, Principal

AUTHORIZATION TO COLLECT GENERAL SCHOOL FUNDS

NAME OF ACTIVITY _____

I have designated _____ to take charge and have the responsibility for the above named activity and to collect from the students all money/s related to this activity in accordance with the following schedule:

Item/Description	Unit Selling Price
_____	\$ _____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

The person designated will perform the following:

- ◆ Turn over all money collected to the school treasurer for deposit. No deduction for expenses should be made from this amount.
- ◆ Keep all necessary records.
- ◆ Render a full accounting of funds to the school treasurer at the end of the specific activity or at the end of the term/period, whichever is applicable.

I accept the terms and conditions as outlined above.

SIGNATURE OF DESIGNEE/ADVISOR

DATE

Approved by:

PRINCIPAL

DATE

Assistant Principals | Rosanna Conenna | Christopher Rodriguez | Christine Sciascia