



**HEADQUARTERS
CIVIL AIR PATROL MICHIGAN WING**
43401 North Jefferson, Bldg 825, Rm 317
PO Box 450048
Selfridge ANGB, MI 48045-4918

Request For Approval of Unit Fund Raising or Dues Assessment					
Unit Requesting:		Charter #:		Date of Request	
I. <u>Fund Raising Approval</u>					
Under the provision of CAPR 173-4 dated 26 December 2012 Section A, para 3a, subordinate units must obtain prior written approval from the wing commander or designee before initiating a fundraising project.					
A. Type					
B. Purpose					
C. Inclusive Dates:					
II. <u>Dues Approval</u>					
Per CAPR 39-2 dated 04 Sept 2013, para 2-3 and 3-4, Group and squadron dues may also be levied with the approval of the wing commander. Group and squadron dues are not forwarded to National Headquarters.					
A. Request to establish dues in the amount of					
B. Explanation of assessment					
III. Unit Commander e-Signature e//					
FOR WING HEADQUARTERS USE ONLY					
			Approved	Disapproved	
Fund Raising Request			<input type="checkbox"/>	<input type="checkbox"/>	
Dues Approval Request			<input type="checkbox"/>	<input type="checkbox"/>	
	Group Commander			Date	
e-Signature					
	Wing Commander			Date	
Signature					

Instructions for completing MIWG Form 173-4
Request for Approval of Unit Fund Raising or Dues Assessment

Use

This form is to be completed per CAPR 173-4. If you have any questions on how to complete this form, please contact the Wing Finance Officer.

Purpose

The purpose of this form is to have permission to participate in fundraising activities for your unit.

How

Top Section. Place the unit name, unit number and date at top of page.

Section I. A. Type is the Type of fund raising participating in. (Example: selling water at fly-in; selling cookies at bake sale, etc.)

B. Purpose is the reason for the fundraiser, such as obtaining funds for trip to Air Force Museum, etc.

C. Inclusive dates is for the beginning and ending dates of fundraising activity.

Section III. To be signed by Unit Commander

When

This form is to be completed for each fund raising activity by unit. **This form MUST be submitted to Wing Commander for approval prior to the fund raising activity. Allow enough time for Wing Commander to review request.**

Submit

This form must be completed and submitted **at least 2 weeks prior to fundraising activity** by email to Curtis@airadvantage.net and copy to: wa104@miwg.comcastbiz.net