

# Policies: Fundraising by Student Organizations

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Student organizations are allowed to raise funds for their organization both on and off campus so long as fundraising events follow all university, city, county, state, and federal rules and laws.

Student organizations fundraising on campus may be subject to facility and/or equipment rental fees depending on the nature of the fundraiser and the space required. All events that generate revenue will be charged such fees, with the exception of bake sales.

If an organization is sponsoring an outside vendor to sell products or services, vendors shall not be allowed to sell items in competition with any University Centers contracted vendors, including Blugold Dining, the University Bookstore and U.S. Bank. In addition, sales of tobacco, alcohol, or items that can be found in University Centers vending machines are not allowed. For more information about restricted sale items, please contact the Director of University Centers or designee.

Organizations may not use the University's tax exemption status for any fundraising efforts. Organizations needing a tax identification number for fundraising purposes may apply through the Internal Revenue Service.

[Directions for Fundraising \(pdf\)](#)

[Application for Fundraising \(pdf\)](#)

## Raffles

Raffles are permissible if the sponsor obtains a raffle license from the State of Wisconsin. There is a \$25 filing fee, and the application must be filed four to six weeks ahead of time. Detailed information, an application and instructions can be found online.

## Raffle Information

Information regarding raffles can be found on the [State of Wisconsin Department of Administration — Gaming](#) page.

# Bake Sales in Davies Center

As detailed in the [Food On Campus](#) policy, the University of Wisconsin-Eau Claire dining service contractor has exclusive rights to provide all types of food services on campus. Recognized student organizations may use bake sales in Davies Center as a means of fundraising.

These bake sales must follow these guidelines:

1. One bake sale cabinet is available to be reserved for fundraising by recognized student organizations and departments on a first-come first-served basis. Cabinet space must be reserved/canceled at least 24 hours in advance with Event Services, 103 Davies.
2. Three dates are available per organization per semester.
3. Food items featured in this cabinet must be homemade. The sale of commercially produced food items is not permitted, with the exception of certain fundraiser products as determined by the Director of University Centers. Exceptions must be approved two business days in advance by the Director of University Centers.
4. The reserved fundraising cabinet must display the name of the organization and be staffed at all times by the reserving group. Groups are responsible for maintaining the area.
5. Bake sales by recognized campus organizations may be permitted in other campus locations at the discretion of the building supervisor or administrator. Access to Blugold Accounts as a method of customer payment will not be provided for bake sales.