



- Do I have to fill out a form if I am not fundraising, just having an event? **Yes, we have a form specific for events even if no money is being raised.**
- Can I ask legal questions about my event before submitting? **No, legal does not provide any kind of legal guidance to PO's and works directly with the PO monitor and FSS if they have questions regarding an event.**
- Who denies or approves a request? **Legal will give guidance to FSS command on their suggestion to approve or deny an event. Ultimately, FSS command makes the final decision.**
- Do private organizations need to submit tax documents to your office? **No. Our office does not require any tax documents to be kept on file, nor are we responsible for preparing, filing, or maintaining them. All tax-related documentation is the sole responsibility of the private organization.**
- Can I fundraiser during AFAF or CFC? **30 FSS/CC may authorize small fundraisers during this time but not guaranteed.**
- Do I need insurance for my events? **Legal may recommend insurance for any event that may cause injury to participants, hold harmless waiver may not always apply. Again, FSS/CC makes final decision on what is required per event.**
- Do I need approval to fundraiser off base? **No. Please just include PO disclaimer on advertisement.**