

[NEW Club Proposal Form:](#)

Rubric: [📄 Club Scoring Rubric](#)

[📄 How to Start a Club](#)

Clubs Handbook:

[📄 Clubs Handbook 2025-2026](#)

Constitution Template:

[📄 Club Constitution Template 2025-2026](#)

Fundraiser Request: tinyurl.com/lhsfundraisers

SUBMIT 2 WEEKS IN ADVANCE

- Outside Vendors (food trucks, restaurants, etc.) 1 MONTH in advance MINIMUM and district approved insurance
- ALL fundraisers must be supervised by a staff member
- Request a checkbox from Ms. Lawrence, 1 WEEK in advance
- Steps:
 - Students initiate Fundraiser
 - Advisor Approval
 - AP of Activities
 - ASB Vote + Treasurer signature
 - Fundraiser happens
 - Form returned to initiator
 - Deposit and Reimbursement due within 2 weeks of closure
 - Form is closed after all totals are filled

Fundraiser Calendar:

[📅 MASTER FUNDRAISER CALENDAR 2025-26](#)

Reimbursement Request Form: [ASB Reimbursement/Payment Form 2025-26](#)

SUBMIT 2 WEEKS AFTER EVENTS

- Make sure receipts are itemized; attach as PDF to this form

[📄 How to Hold an Event](#)

Club Cash/Check collection deposit Form: [Deposit Form](#)

Lynbrook App Download: <https://linktr.ee/lynbrookapp>

Lynbrook App Admin Panel: <https://lynbrookasb.org/admin/>

Announcements Form: <https://bit.ly/lhsannouncement>

PTSA Grant Application: [PTSA Grant](#)

Apparel/Gear Approval Form: bit.ly/lhsapparelapproval

Instructions on Apparel: [How to Merch](#)

Outside Speaker Request: bit.ly/lhsoutsidespeaker + [How to get a Speaker](#)

ASB Tech Request Form: [here](#)

Trip Permit Forms: [here](#) and [here](#)

Approved Donation Organization [List](#)

- [How to Host Engaging Meetings](#)
- [How to Promote on Social Media](#)
- [How to Navigate Clubs - Lynbrook High School](#)

Approved Charity List:

- [FUHSD Solicitation of Funds - List of Approved Organizations](#)