Car wash fundraiser planning kit

A head start for your booster club. Take what's useful and change the rest.

Timeline

4 to 5 weeks out

- [ ] Pick a date and a rain date
- [ ] Get permission for the lot and the water
  A school, gas station, or business lot with a hose and drainage. Ask about any local rules on runoff.

2 to 3 weeks out

- [ ] Set prices or a suggested donation
- [ ] Share the sign-up for athletes and parents
  Plan for adults at every shift.
- [ ] Design signs and a flyer
- [ ] Post it online and in the school newsletter

The final week

- [ ] Gather buckets, sponges, and hoses
- [ ] Follow up on empty shifts
- [ ] Buy soap, towels, and anything missing
- [ ] Get change and set up the cash box
- [ ] Check the forecast and make the rain call

Wash day

- [ ] Set up the stations and signs
- [ ] Count the money with two people and record it
- [ ] Clean up the lot and return borrowed supplies

After the car wash

- [ ] Thank volunteers and the lot's owner
- [ ] Write down what to change next time

Volunteer spots

A sample to adapt. Add, cut, or rename spots to suit your school.

Spot	When	People
Setup Crew Set up hoses, buckets, and signs.	8:30 AM to 9:00 AM	4
Sign Crew Hold signs near the road and wave cars in.	9:00 AM to 1:00 PM	4
Wash Crew: First Shift Wash, rinse, and dry cars.	9:00 AM to 11:00 AM	8

Spot	When	People
Wash Crew: Second Shift Wash, rinse, and dry cars.	11:00 AM to 1:00 PM	8
Cashier Take payments and donations.	9:00 AM to 1:00 PM	2
Adult Supervisors Keep an eye on the lot, the traffic, and the athletes.	9:00 AM to 1:00 PM	3
Cleanup Crew Pack up and leave the lot clean.	12:45 PM to 1:30 PM	4

Sample budget

Placeholder amounts to help you get started, not real prices. Swap in your own numbers.

Item	Example	Our budget
Towels and sponges	$40	
Car wash soap	$30	
Buckets and hose nozzles	$30	
Water and snacks for volunteers	$30	
Signs and poster board	$25	
Total	**$155**	

Shopping list

Hardware or auto store

- [ ] Car wash soap
- [ ] Sponges and mitts
- [ ] Hose nozzles
- [ ] Buckets

Warehouse club

- [ ] Towels
- [ ] Water and snacks for volunteers
- [ ] Sunscreen

Office supply store

- [ ] Poster board and markers
- [ ] Cash box

Easy things to overlook

Safety near the road

Sign holders draw cars in. Keeping them on the sidewalk, with an adult nearby, keeps everyone safe.

Runoff rules

Some towns have rules about soapy water reaching storm drains. The lot's owner or your town can tell you.

Adults on every shift

A few adults at all times keep things moving and safe.

Sun and water

Four hours on a parking lot is a long time. Water, sunscreen, and breaks help.

The rain call

Deciding the day before, with a rain date ready, saves a lot of messages.

Want it all in one place?
PineBoard can hold your tasks, volunteers, shopping, and budget together, and copies the plan to next year. Try it free for 60 days at pineboard.app.