



Fundraising Project Summary

Code 1005.4-E2

Important Note: the fundraising summary form is due six weeks after the activity ends.

All groups are required to submit an annual report by the end of the school year to the business office specifying how all fundraising proceeds were spent.

Description of Project: _____ Bldg Admin. Signature/Date: _____

Sponsoring Organization: _____ Project Dates: _____

Contact Name: _____ Fundraising Vendor: _____

Contact Email/Phone No.: _____

Fundraiser Revenue	Sales	_____	
	Contributions	_____	
	Admission Charges	_____	
	Games of Chance	_____	(raffle, carnival games)
	Other (specify)	_____	
	Total Revenue	_____	

Fundraiser Expenses	Product Cost or Services	_____	
	Games of Chance Expenses	_____	
	Gambling Tax	_____	
	Award/Sales Incentives	_____	
	Facility Use/Labor Costs	_____	
	Other (specify)	_____	
	Total Expenses	_____	
	Fundraising Profit	_____	(revenue minus expenses)

Profit has been deposited in (check one):

_____ *District Student Activity Acct (Fund 21) _____ PTO Bank Acct. _____ Other

*Provide District Acct. # _____