

TO BE COMPLETED BY TEACHER/SPONSOR 2-WEEKS PRIOR TO FUNDRAISER

ORGANIZATION \_\_\_\_\_ SPONSOR \_\_\_\_\_

PURPOSE \_\_\_\_\_

BEGINNING DATE OF FUNDRAISER \_\_\_\_\_

ENDING DATE OF FUNDRAISER \_\_\_\_\_

OTHER FUNDRAISERS CONDUCTED SO FAR THIS YEAR

\_\_\_\_\_

\_\_\_\_\_

PRINCIPAL APPROVAL \_\_\_\_\_

\_\_\_\_\_

TO BE COMPLETED BY TEACHER/SPONSOR AT CONCLUSION OF FUNDRAISER

RECEIPTS FROM FUNDRAISER \_\_\_\_\_

EXPENSES FOR FUNDRAISER \_\_\_\_\_

PROFIT/LOSS FROM FUNDRAISER \_\_\_\_\_

SPONSOR SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

RETURN TO BOOKKEEPER TO FILE FOR AUDIT.