

PENN MANOR SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: July 2, 2012

REVISED:

229-AR-0-FORM-1. STUDENT FUNDRAISING FINANCIAL REPORT

Organization: _____

Faculty Sponsor: _____ Building: _____

Project Dates: From: _____ To: _____

Product Sold/Activity: _____

Number of Items: _____

Profit:

Number of Items Sold _____ X Price Paid _____ = \$ _____

Actual Profit \$ _____

Miscellaneous Expenses \$ _____

Adjusted Profit \$ _____

List Miscellaneous Expenses and Attach Receipts/Verifications:

Signature of Faculty Sponsor

Date

Signature of Principal

Date

This form must be completed within thirty (30) days after completion of the fundraising project.

Copy sent to Business Manager or designee.