

# SCHOOL ACTIVITY FUND FUNDRAISER WORKSHEET

<b>School: Bath County High School</b>
<b>Activity Account</b>
<b>Fundraiser</b>

1. Total Count of Items to be sold

2. Item	Count x	Sales Price =	Budget Sales
Total count must equal line 1.			

Total Budgeted Sales

3. Receipts Date	Amount

Receipts Date	Amount

Total Receipts

**4. Expenses**

Date	Check #	Amount

Date	Check #	Amount

Total Expenses

5. Total Count of Unsold Items

6. Item	Count x	Sales Price =	Unsold Items
Total count must equal line 5.			

Total Value of Unsold Items

7. Anticipated Profit (Line 2 - Line 4)	
8. Value of Unsold Items (Line 6)	
9. Subtotal (Line 7 - Line 8)	
10. Actual Profit (Line 3 - Line 4)	
11. Cash Over/Short (Line 9 - Line 10)	

**Disposition of Unsold Items:**

	Returned
	Held for Next Fundraiser
	Other (Please explain)

12. Explain Over/Short _____
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*Investigate significant differences immediately.*

Sponsor \_\_\_\_\_  
Date of Fundraiser \_\_\_\_\_

Principal \_\_\_\_\_  
Date Submitted \_\_\_\_\_

\* Must be turned in to principal within one week of the end of the fundraising period or event.