COSTA MESA HIGH SCHOOL

PO #

REVENUE POTENTIAL / FUND RAISING RECAP

PROJECT:_ _____ **CLUB/CLASS:** _____ **ADVISOR:** _____

DESCRIPTION:_____ **DATE(S):**_____

VENDOR	DESCRIPTION	PRICE EA/CS	QUANT EA/CS	EXPECTED EXPENSE	SALE EACH	EXPECTED INCOME	CHECK #	ACTUAL EXPENSE
			TOTAL 1		TOTAL 1		ACTUAL:	

DURING and AFTER the activity, RECORD the monies collected:

DATE	RECEIPT # or DESCRIPTION	SOLD ITEMS	PRICE	ACTUAL INCOME
			ACTUAL:	

	EXPECTED TOTAL 1	ACTUAL AMOUNT
INCOME		
EXPENSE		
PROFIT/LOSS		
UNSOLD		

Prepared by: _____

Date: _____ _____

Reviewed by: _____

Date: _____

Presented to Student Council on: _____

Note:

Compare Expected to Actual. Was enough money collected to meet Potential Income (Expected Income)? If not, explain differences in NOTE. (For example: Did some of the items go unsold, damaged or returned? Please, explain. Did any items get lost or stolen?)