

RELATIONS WITH PARENT ORGANIZATIONS

GE
(EXHIBIT)

REQUEST FOR APPROVAL OF FUND-RAISING ACTIVITY

Organization:

- Booster club other school-support organization
- Parent-Teacher organization

Name of the sponsoring organization:

Name of the Sponsor:

Campus _____

Project _____

Vendor

Vendor's address:

Name of representative _____

Date of project _____

Length of project _____

Expected net profit _____

Purpose /Benefit to the school or District

Scope of solicitations

Sponsor's signature

Date

Principal's signature

Date

- Approved
- Denied

RELATIONS WITH PARENTS OR PARENTS' ORGANIZATIONS

GE
(EXHIBIT)A

FUND RAISER RECONCILIATION

INVENTORY:

- Beginning inventory
- Number of items sold or serviced
- Number of items returned to vendor
- Number of items unaccounted for (attach explanation)
- Ending inventory

SALES:

- Number of items sold or serviced
- Selling price per item
- Total sales
- Total expenditures
- Net profit
- Total sales *
- Less: non-taxable sales
- Less: one-day tax-free sales
- Net taxable sales

TAX DUE: (net taxable sales x .0825)

Sponsor:

Signature (after form is completed)

Date:

Principal:

Signature (after form is completed)

Date:

* If total sales include sales tax, divide total sales by 1.0825.