

BALD EAGLE AREA SCHOOL DISTRICT

Fund Raising Project

Request Form

Requests for all school sponsored fund raising projects are to be submitted on the form below to the High School Principal for approval.

1. School/Sponsor \_\_\_\_\_ Date \_\_\_\_\_

2. Explanation of project, stating purpose including who will be selling what product to whom.

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3. Date/Dates of Project \_\_\_\_\_

4. Organization/Club/Grade \_\_\_\_\_

5. Purchase Price/Unit \_\_\_\_\_ Dollar Cost of Materials Purchased \_\_\_\_\_

Selling Price/Unit \_\_\_\_\_ Expected Revenue From Sale \_\_\_\_\_

6. Anticipated Net Income \_\_\_\_\_

\_\_\_\_\_  
Teacher's Signature

\_\_\_\_\_  
Head Teacher/Co-Sponsor

\_\_\_\_\_  
Principal

**(Report form on reverse side to be completed at project completion.)**

## Report Form

Fund raising project reports are to be submitted on the form below to the High School Principal at the completion of the project. Exact amounts supported by appropriate deposits and billing slips should be used.

### Receipts: (Deposits)

Date _____	Amount _____
Date _____	Amount _____
Date _____	Amount _____
Date _____	Amount _____
Date _____	Amount _____
TOTAL _____	

### Expenditures:

<u>Item</u>	<u>Vendor</u>	<u>Amount</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL		_____

Total Receipts ..... \_\_\_\_\_

Less Total Expenditures ..... \_\_\_\_\_

Net Profit ..... \_\_\_\_\_