

FUNDRAISER SUMMARY REPORT

Page 1 of 2

Fundraising Activity _____

Fund/Account Name _____

Sponsor _____

Date(s) of Fundraiser _____

Authorized Purpose _____

Total Collections \$ _____

Less: Total Expenses \$ _____

Total Fundraiser Profit \$ _____

Total Purchases with Fundraiser Profit \$ _____

*Difference \$ _____

*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)

Completed by _____

Date _____

Reviewed by _____

Date _____

Approved by _____

Date _____

Director of School

FUNDRAISER SUMMARY REPORT

Page 2 of 2

Date	Check No.	Items/Services	Amount
		TOTAL	\$