

**EL DORADO UNION HIGH SCHOOL DISTRICT
Ponderosa High School**

Student Body Fund-Raising Activity Revenue Potential / Recap

Instructions: Submit one copy of this completed form to the Student Body Advisor at the conclusion of the fund-raising event. The lower portion of this form must be completed. The Student Body Advisor should keep completed forms on file for review during the annual audit and the club/sport advisor/coach should retain a copy as well.

School site: **Ponderosa High School**

Name of student body organization: _____

Club or class sponsoring fund-raising activity: _____

Purpose of fund-raising activity: _____

Description of fund-raising activity: _____

Dates of fund-raising activity:

From:

To:

Revenue Potential & Recap

	A. ESTIMATED REVENUE (complete <u>before</u> the fund-raising activity)	B. ACTUAL RECEIPTS (complete <u>following</u> the fund-raising activity)	Difference (Line 3A minus 3B)	% Difference (Line3A-3B)/3A
1. Gross Revenue	\$	\$		
2. Cost of Fund-Raising Activity	\$	\$		
3. Net Revenue (Line 1 minus Line 2)	\$	\$	\$	%

If ACTUAL net revenue differs from the ESTIMATED by +/- 20%, explain below the reason(s) for the difference:

X _____
 Signature of organizer of fun-raiser

 Date

 Print Name

 Date Received by Student Activities Director