



## Fundraiser Follow-Up Report

*This form must be completed by the sponsor at the conclusion of the fundraiser*

School: \_\_\_\_\_ Sponsor: \_\_\_\_\_

Fundraiser Description: \_\_\_\_\_

### Revenue

Number of Items Sold (if applicable) [example: peelers, cups, tickets, etc...]\*: \_\_\_\_\_

*\* If students are given items to sell, use the Fundraiser Sign-Out Form or a similar spreadsheet.*

Selling Price per Item (if applicable): \$ \_\_\_\_\_

**Total Amount Collected for Fundraiser:** \$ \_\_\_\_\_

### Expenses

Cost per Item (if applicable): \$ \_\_\_\_\_

Total Cost of Items: \$ \_\_\_\_\_

Total of Other Fundraiser Expenses Incurred (if applicable): \$ \_\_\_\_\_

Description of Other Fundraiser Expenses (if applicable): \_\_\_\_\_

**Total of All Fundraiser Expenses:** \$ \_\_\_\_\_

### Profit

Total Fundraiser Revenue from Above: \$ \_\_\_\_\_

Total Fundraiser Expenses from Above: \$ \_\_\_\_\_

**Actual Net Profit:** \$ \_\_\_\_\_

Estimated Net Profit of Fundraiser: \$ \_\_\_\_\_

Reason for Profit Variance (Actual vs. Estimate): \_\_\_\_\_

### Signatures

Sponsor Name: \_\_\_\_\_ Sponsor Signature: \_\_\_\_\_

Principal Name: \_\_\_\_\_ Principal Signature: \_\_\_\_\_

**Please attach any spreadsheets for supporting documentation, if applicable.**