NELSON COUNTY SCHOOLS
Fund Raiser Request

SCHOOL _Cox's Creek Elementary_   ☒ SCHOOLWIDE FUND RAISER

CLUB/GROUP _PTO_

SPONSOR(S) _Ashley Carey · PTO_

FUND RAISING ACTIVITY _Students get to shop for family and friends._

DATE OF FUND RAISER: From _12-15-14_ to _12-19-14_

LOCATION OF FUND RAISER:

☒ School
☐ Door-to-Door Sales (with accompanying adult)
☐ Business Community
☐ Local Business Property _____
                       Name of Business
☐ Other _____
                       Please specify

NAME OF COMPANY/ORGANIZATION _Santa's Workshop_

ADDRESS OF COMPANY/ORGANIZATION _____

TELEPHONE NUMBER OF BUSINESS _____

APPROXIMATE AMOUNT OF REVENUE TO BE RETAINED AT SCHOOL $ _500._

ANTICIPATED USE OF FUNDS _Instructional Supplies_

[signature] *Sponsor's Signature*	*Date*
[signature] *Principal's Signature*	_12-10-14_ *Date*
Superintendent/Designee's Signature	*Date*

To Be Completed by Central Office Designee

Schoolwide fund-raising activities require Board approval.

Check: ☐ Approved   ☐ Disapproved   Date of Board Action: _____   Order # _____

Review/Revised:

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SCHOOL ACTIVITY FUND
FUNDRAISER WORKSHEET

School	Cox's Creek Elementary
Activity Account	PTO
Fundraiser	Santa's Workshop

Students get to shop for family & friends.

1. Total Count of Items to be sold   500   (would be more based upon students purchase)

2.

Item	Count x	Sales Price =		Budget Sales
Various	200	1.00		200.—
↓	200	2.00		400.—
	100	3.00		300.—
	500	Total count must equal line 1.		

Total Budgeted Sales   900.—

3.

Receipts Date	Amount	Receipts Date	Amount

Total Receipts

4. Expenses

Date	Check #	Amount	Date	Check #	Amount

Total Expenses

5. Total Count of Unsold Items

6.

Item	Count x	Sales Price =	Unsold Items
	Total count must equal line 5.		

Total Value of Unsold Items

		Disposition of Unsold Items:
7. Anticipated Profit (Line 2 - Line 4)	400.—	
8. Value of Unsold Items (Line 6)		Returned
9. Subtotal (Line 7 - Line 8)		Held for Next Fundraiser
10. Actual Profit (Line 3 - Line 4)		Other (Please explain)
11. Cash Over/Short (Line 9 - Line 10)		
12. Explain Over/Short		

Investigate significant differences immediately.

Ashley Carey - PTO
Sponsor

Principal

Date of Fundraiser Dec. 15-18, 2014

Date Submitted 12-10-14

* Must be turned in to principal within one week of the end of the fundraising period or event.

March 2013