



FUNDRAISER FOLLOW-UP FORM

THIS REPORT IS TO BE FILED IN THE BUSINESS OFFICE WITHIN 2 WEEKS AFTER THE END OF THE FUNDRAISING ACTIVITY

(School Name) _____
(Organization)

Sponsor(s) or Individual(s) Responsible: _____

Fundraising Activity: _____

Supplying Company: _____

Date Completed: _____

One-Day Tax-Free Sale Declared for this activity? Yes No

CALCULATION OF NET PROFITS

- A. Total Deposits \$ _____ (Should agree to totals reported on *Monthly Report of Deposits* filed)
- B. Cost of Goods Sold \$ (_____) (Total paid for items sold)
- C. Sales Taxes remitted \$ (_____) (Taxes are calculated by the Business Office. Sponsors will be notified of taxes deducted from activity funds)
- D. Net Profit \$ (A - B - C)
- E. Profit Percentage _____ % (D ÷ A)

Net profits to be used towards: _____

Organization Sponsor _____
Date

Verified by Principal _____
Date

Received by Business Office _____
Date