

**Monrovia Unified School District
Business Services**

**School Fundraisers
Collection Worksheet**

School: _____

Date: _____

Sponsor: _____

Submit AR 1321-a(1) with this form.

Actual Total Purchase Cost:

#	_____	Items Purchased	@	\$ _____	=	\$ _____
#	_____	Items Purchased	@	\$ _____	=	\$ _____
#	_____	Items Purchased	@	\$ _____	=	\$ _____
#	_____	Items Purchased	@	\$ _____	=	\$ _____
#	_____	Items Purchased	@	\$ _____	=	\$ _____
#	_____	Items Purchased	@	\$ _____	=	\$ _____

Total Purchases = \$ _____

After the fundraiser, record the actual monies collected:

#	_____	Items Sold	@	\$ _____	=	\$ _____	Receipt # _____
#	_____	Items Sold	@	\$ _____	=	\$ _____	Receipt # _____
#	_____	Items Sold	@	\$ _____	=	\$ _____	Receipt # _____
#	_____	Items Sold	@	\$ _____	=	\$ _____	Receipt # _____
#	_____	Items Sold	@	\$ _____	=	\$ _____	Receipt # _____
#	_____	Items Sold	@	\$ _____	=	\$ _____	Receipt # _____

Total Collected = \$ _____

Was enough money collected to meet your potential income? If not explain the difference below.

Did some of the items go unsold? If so, these items should be given back to the advisor.

Did any items get lost or stolen? If so, give a list of the items to the advisor.

Net Profit Recap:

Total Collected	\$	_____
Total Expenses	- \$	_____
Net Profit	= \$	_____