

WELLPINIT SCHOOL DISTRICT #49

Fundraiser Reconciliation Form

Group Name: _____ Account # _____

Fundraiser Dates: Begin: _____ End: _____

Fundraiser Activity: _____

Expenses:

Merchandise Purchased: (music, candy, pop, ect.)

Vendor	Item Description	Qty.	Price	Total
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____

Total Ordered _____	Subtotal	\$ _____
	Tax	\$ _____
	Shipping	\$ _____
	Total Expenses	\$ _____

Revenue:

Merchandise Sold: (tickets, candy, Pop, ect.)

Item Description	Qty.	Price	Total
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____

Total Sold _____	Total	Revenue \$ _____
(Should equal total deposits)		

(Turn over and complete reverse side)

Merchandise Unsold or Tickets Unsold:

Item Description	Qty.	Price	Total
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
		Shipping	\$ _____
		Tax	\$ _____
		TOTAL UNSOLD	\$ _____

Unsold merchandise has been returned to the vendor for credit Yes No
 If not returned, please explain

Merchandise Checked Out and Not Returned:

Item Description	Qty.	Price	Total
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____

Value of Goods Not Returned \$ _____

The unsold items have been placed in inventory and the inventory list submitted to the ASB Advisor
 Yes No

Please explain any discrepancies: _____

Advisor/Adult Responsible _____ Date _____

Sign where indicated and return to ASB Advisor. This reconciliation form will be kept on file for state auditing purposes.

