

Revenue Projection

Name of School: _____

Name of Club: _____

Revenue Projection

Fiscal Year: _____

Name of Event: _____

Date of Event: _____

Date Form Submitted: _____

SALES PROJECTION AND SUMMARY		Item #1	Item #2	Item #3	Item #4
	Pre-Event Information				
1	Description of items sold				
2	Number of individual units received				
3	Less items given away (attach documentation)				
4	Less items lost/stolen (attach documentation)				
5	Potential items for sale (line 2-3-4)				
6	Sale price per individual item	\$	\$	\$	\$
7	Total revenue potential (line 5 x 6)	\$	\$	\$	\$
	Post-Event Information				
8	Unsold items on hand (attach count)				
9	Calculated revenue from sales (line 8 x 6)	\$	\$	\$	\$
10	Actual proceeds from sales (see below)	\$	\$	\$	\$
11	Cash shortage or overage	\$	\$	\$	\$

	Proceeds From Sales	Item #1	Item #2	Item #3	Item #4	Total \$
1	Gross cash count	\$	\$	\$	\$	\$
2	Less change fund	\$	\$	\$	\$	\$
3	Proceeds from sales (line 1-2)	\$	\$	\$	\$	\$

Explanation of differences in cash counts/proceeds: _____

Explanation of differences in projected sales: _____

Submitted and Approved by:

Student Club Representative: _____
Signature, Title and Date

Club Advisor: _____
Signature, Title and Date

Principal/School Administrator: _____
Signature, Title and Date

Recorded in ASB Student Council Minutes on: _____
Date

Distribution:

Pre-event – Copy of form, with header and pre-event information completed, attached to activity request form.

Post-event – Original submitted to ASB bookkeeper, copy retained by club advisor.