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.