Revenue Projection

Name of School:

Name of Club:

Revenue Projection

Fiscal Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Event:

Date of Event:

Date Form Submitted:

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

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

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.