# PA/PTA: MUST BE FILED WITH THE PRINCIPAL PRESIDENTS’ COUNCIL: MUST BE FILED WITH THE SUPERINTENDENT

**This report must be completed no more than five school days after the conclusion of *each* fundraising activity.**

*Please check and complete only one:*

x

**PA/PTA School Name: PS/IS 102Q**



**District or Borough: District 24**

**Presidents’ Council District or Borough:**

Fundraising Activity Title: Raffle for Back to School

Fundraising Activity Date: September 28

Briefly describe the fundraising activity:

Selling refreshments and snacks during the basketball clinic.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Fundraising Activity Profit** | | | | |
| Total Gross Income – Total Expenses (including all vendor payments) = Fundraising Activity Profit | | | | |
| Total Gross Income :  $ 37.00 | **-** | Total Expenses :  $ 6.34 + 1.11 | **=** | **Fundraising Activity Profit**  $ 29.55 |

Describe the program goals the funds will be used to support:

Funds will be used to for copy paper for flyers on future events.

|  |  |
| --- | --- |
| **Date Fundraising Activity Report was distributed to Members:** | |
| **Date Fundraising Activity Report was distributed to the Principal/Superintendent:** | |
|  | |
| Prepared By (print): | |
| President Signature: | Date: |
| Treasurer Signature: | Date: |

Detailed financial records documenting all income and expenses related to fundraising activities are maintained by the PA/PTA or Presidents’ Council. PA/PTA and Presidents’ Council financial records must be available for inspection by members upon request and reasonable notice, and at a mutually agreeable time.

Fundraising Activity Report