Fundraising Report Card

Fundraiser/Event:

Key Dates:

Co-ordinated by:

Name	Phone	Email

Profit & Loss Summary

Sponsorship		Stock	
Proceeds		Overheads	
Other		Other	
Income Total		**Expenses Total**	

Income - Expenses = profit/loss

	Details	Contact Person	Ph/Email
Suppliers			
Sponsors			
Supporters / Volunteers			

Quantities Ordered	Sold	Recommend

Excess Stock: Location:

NOTES:

Review

1. Would you recommend running this fundraiser again? ☐Y/☐N
2. Would you use this supplier again? ☐Y/☐N
3. What would you do differently?

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