THIS SECTION TO BE COMPLETED WHEN PROJECT IS FINISHED

RECEIPTS:

Receipt Number	Amount
TOTAL RECEIPTS	

PURCHASES or EXPENSES:

Purchase Order Number	Amount Paid
TOTAL PAID	
- LESS RETURNED ITEMS (IF ANY)	
= TOTAL COST OF PURCHASES	

PROFIT (Total Receipts minus Total Purchases) $ _____

AMOUNT TO BE RECEIVED FROM SALE
(Quantity purchased x selling price) $ _____

AMOUNT DEPOSITED WITH TREASURER $ _____

DIFFERENCE $ _____

REASON FOR DIFFERENCE (NSF'S, spoilage, etc.). ATTACH A SHEET LISTING QUANTITIES AND REASON FOR SHORTAGE.

_____ _____
Advisor Signature Date Superintendent's Signature Date

_____ _____
Principal's Signature Date Treasurer's Signature Date