FUNDRAISER FINAL RECONCILIATION

SAMPLE: T-Shirt Sales

SCHOOL: _____

A. MERCHANDISE PURCHASED

Description of Item	Quantity	Unit Cost		
T-Shirts	20	$ 10.00	=	$ 200.00
Sweatshirts	25	$ 15.00	=	$ 375.00
Polo	35	$ 17.00	=	$ 595.00
			=	
		Total Cost (1)		**$ 1,170.00**

B. MERCHANDISE SOLD

Description of Item	Quantity	Unit Sale		
T-Shirts	15	$ 15.00	=	$ 225.00
Sweatshirts	20	$ 20.00	=	$ 400.00
Polo	35	$ 25.00	=	$ 875.00
			=	
		Total Sold (2)		**$ 1,500.00**
		Total Deposits		**$ 1,500.00**
		Cash Over/(Short)		**$ -**

C. MERCHANDISE UNSOLD

Description of Item	Quantity	Unit Cost		
T-Shirts	4	$ 10.00	=	$ 40.00
Sweatshirts	5	$ 15.00	=	$ 75.00
			=	
			=	
		Total Unsold (3)		**$ 115.00**

D. MERCHANDISE NOT RETURNED/UNACCOUNTED

Description of Item	Quantity	Unit Cost		
T-Shirts	1	$ 10.00	=	$ 10.00
			=	
			=	
			=	
		Total Losses (4)		**$ 10.00**

E. PROFIT/(LOSS)

Total Sold (2) above	+	$ 1,500.00
Total Cost (1) above	-	$ (1,170.00)
Total Unsold (3) above	+	$ 115.00
Cash Over/(Short)	+/(-)	$ -
NET PROFIT/(LOSS)		

Prepared by: _____ Date: _____

Reviewed and Approved by: _____ Date: _____