

# Bureau Valley High School Follow-Up Fundraising Form

**COMPLETE THIS FORM AFTER FUNDRAISER IS COMPLETE**

The State of Illinois has recently passed legislation increasing the requirements for schools regarding the reporting of funds raised by students. At the conclusion of each year, any fundraiser that clears more than \$1000 must be reported to the school board and reported in the District Budget. To meet these requirements, we will have to keep more detailed records of profits, expenditures, revenue, and the use of the funds resulting from the fundraiser.

**At the conclusion of your Fundraiser, please submit this form to the Athletic/Activities Director. It will be signed and a copy will be returned to you.**

**Name of Organization:**

**Name of Sponsor:**

**Vendor Name (if applicable):**

**Date(s) of Activity:**

**Description of Activity:**

**Expected profit:**

**Intended Use of Funds:**

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Upon completion of the fund-raising activity, please complete the lower portion of this form and re-submit to the Athletic/Activities Director.

**Revenue:**

**Expenses (Cost of product, etc.):**

**Profit:**

**Athletic/Activities Director Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_