

## FUNDRAISER FOLLOW-UP EVALUATION

Date: \_\_\_\_\_ Class/Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Faculty Advisor, Committee Chairperson, or Designated Parent)

Event/Sale: \_\_\_\_\_ Date: \_\_\_\_\_

What went well? : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What needs improvement next time? : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Income from Event/Sale: \$ \_\_\_\_\_

Expenses from Event/Sale? : \$ \_\_\_\_\_

Net profit from Event/Sale: \$ \_\_\_\_\_

*Accurate records of all income/expenses from the Event/Sale must be kept and attached to this form*

These profits will be spent on the following Event(s) or item(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

These profits will accumulate in our account for future use:  Yes  No

**All fundraising money earned by any class/organization raising money for TCPS must be turned in to the TCPS business office for deposit along with a completed deposit form. Accurate records must be kept of all income and expenses for each Event/Sale to insure accountability to the business office and others in the class/organization.**

***IN ORDER TO ACCURATELY KEEP RECORDS AND PROTECT THOSE INVOLVED IN TCPS FUNDRAISING EVENTS/SALES ALL MONEY MUST BE TURNED IN TO THE SCHOOL. NO TCPS FUNDRAISER MONEY SHOULD BE DEPOSITED INTO A PERSONAL ACCOUNT.***