



PA/PTA Fundraising Activity Report

PA/PTA: MUST BE FILED WITH THE PRINCIPAL
PRESIDENTS' COUNCIL: MUST BE FILED WITH THE SUPERINTENDENT

This report must be completed no more than five school days after the conclusion of *each* fundraising activity.

Please check and complete only one:

- PA/PTA School Name: PS/IS 102Q District or Borough: District 24
- Presidents' Council District or Borough: _____

Fundraising Activity Title: TREELIGHTING – HOTCOCOA, CHURROS AND RAFFLE SALE

Fundraising Activity Date: December 3

Briefly describe the fundraising activity:

Sell hot cocoa, churros and raffle during the school's annual tree lighting ceremony.

Fundraising Activity Profit			
Total Gross Income – Total Expenses (including all vendor payments) = Fundraising Activity Profit			
Total Gross Income*:	-	Total Expenses*:	= Fundraising Activity Profit
\$ 1003		\$ 488.50	\$ 514.50

Describe the program goals the funds will be used to support:

Fundraising profits will be used to support the 8th grade Winter Ball (Pizza, snacks, bottled water, ice and photo booth)

Date Fundraising Activity Report was distributed to Members: January 15, 2025	
Date Fundraising Activity Report was distributed to the Principal/Superintendent:	
Prepared By (print):	
President Signature:	Date:
Treasurer Signature:	Date:

* Detailed financial records documenting all income and expenses related to fundraising activities are maintained by the PA/PTA or Presidents' Council. PA/PTA and Presidents' Council financial records must be available for inspection by members upon request and reasonable notice, and at a mutually agreeable time.

FUNDRAISING ACTIVITY REPORT(BREAKDOWN)

FUNDRAISING ATIVITY TITLE: TREELIGHTING – HOTCOCOA, CHURROS AND RAFFLE SALE

FUNDRAISING ACTIVITY DATE: December 3, 2024

TOTAL GROSS INCOME: **\$1,003.00**

<i>Description</i>	<i>Amount</i>
Zelle deposit (December 03, 2024)	\$ 9.00
Zelle deposit (December 03, 2024)	\$ 13.00
Cash deposit (December 04, 2024)	\$ 981.00

TOTAL EXPENSES

<i>Description</i>	
supplies: cups, lids (check 877)	-\$69.64
supplies: tablecloth, napkins, decorations (check 877)	-\$69.88
supplies: Christmas decorations, receipt book (check 877)	-\$4.65
supplies: Christmas tree lighting (check 878)	-\$11.32
supplies: decorations and raffle basket (check 878)	-\$21.66
supplies: 300 pieces of Churros (check 878)	\$300.0
supplies: Cool Whip (check 878)	-\$11.35

TOTAL EXPENSES: -\$488.50

FUNDRAISING ACTIVITY PROFIT: **\$514.50**