PLUMAS-SIERRA 4-H
FUNDRAISER NOTIFICATION FORM

Before your project or club starts a fundraiser, you are to notify the 4-H Office by completing this form and returning it to the 4-H Office for approval from the 4-H Program Representative.
CLUB:
PROJECT:
TYPE OF FUNDRAISER: i.e., car wash, bake sale, etc.
DATE & TIME OF FUNDRAISER:
LOCATION OF FUNDRAISER:
CONTACT PERSON FOR FUNDRAISER: PHONE:
PURPOSE OF FUNDRAISER (All fundraising done in the name of 4-H should have a specific purposes i.e., to purchase supplies for project, send members to leadership conference, help offset enrollment fees.):

Club Advisor's Approval	Date
4-H Program Representative Approval	Date

Please attach supporting material to this form.

PLUMAS-SIERRA COUNTY 4-H FUNDRAISER SUMMARY

INCOME REPORT	EXPENSE REPORT	
Cash Collected: _____	Item Amount	
	_____ _____	☐Paid directly to the vendor
Checks Collected: _____	_____ _____	☐To be paid by Council
	_____ _____	☐Paid directly to the vendor
Other: _____	_____ _____	☐To be paid by Council
	_____ _____	☐Paid directly to the vendor
Total Collected: _____	_____ _____	☐To be paid by Council
	_____ _____	☐Paid directly to the vendor
	_____ _____	☐To be paid by Council
	_____ _____	☐Paid directly to the vendor
	_____ _____	☐To be paid by Council
	_____ _____	☐Paid directly to the vendor
	_____ _____	☐To be paid by Council
	Total: _____	
	NET PROFIT: _____	

Account Funds Deposited To:

Money needs to be counted at event with at least two people verifying amount collected. Form is to be turned back to 4-H Office 10 days after fundraiser.

_____ _____

Leader signature verifying dollar amounts Leader signature verifying dollar amounts