

SUMMARY OF SALES PROJECT REPORT

Student Activity Name _____

Advisor _____ Fund and Special Cost Center _____

Proposed Sales Project _____

Vendor Name _____

Representative _____

Date Project Began _____ Date Project Ended _____

	Unit Cost	Sale Price/Unit	Actual Collected
Quantity _____ @ \$ _____	_____	\$ _____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
	 V		 V
Less Returns: _____ \$ _____			
Total to be Accounted for _____ \$ _____			\$ _____
	Total Deposited =====>		\$ _____
	Quantity Unaccounted for _____ (Explain on Reverse or Attached Sheet)		\$ _____
	Amount Remitted to Vendor		\$ _____
	Actual Profit		\$ _____
	Projected Profit		\$ _____
	Actual Profit Over/Under Estimate		\$ _____

Advisor Signature Date

Principal/Bldg Administrator Date

Superintendent Date