

**Reading Community City School District
Estimated Activity Sales Project Profit & Reconciliation
Statement**

Activity Name/FUND-SCC _____

Description of Proposed Sales Project

Beginning Date of Project _____ Ending Date _____

Name and address of company to purchase items from

Estimated Cost:

Quantity of items _____ X Cost per item \$ _____ = Total cost \$ _____

Quantity of items _____ X Cost per item \$ _____ = Total cost \$ _____

Total estimated cost of project \$ _____

(Total estimated cost of project equals estimated quantity of items times estimated cost per item)

Estimated Sales

Quantity of items _____ X Cost per item \$ _____ = Total sales \$ _____

Quantity of items _____ X Cost per item \$ _____ = Total sales \$ _____

Total estimated sales of project \$ _____

(Total estimated sales equals estimated quantity of items to be sold times estimated sales price per item)

Estimated Profit \$ _____

(Estimated profit equals total estimated sales of project minus estimated cost of project)

Advisor Signature Date

Administrator Approval Date

Treasurer Approval Date

Superintendent Approval Date

**Prepare in Triplicate: 1 copy for your file
2 copies forwarded to Treasurer**

Gross Sales	
Gross Amt. Recv'd - \$	_____
P.O.'s	_____ _____ _____
Less Items Unsold	\$ _____
Net Profit	\$ _____
<small>Use a Finance Detail Report to Document</small>	