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| **LINCOLN HIGH SCHOOL**  **FUNDRAISING ACTIVITY – APPROVAL FORM** | | |
| **THIS FORM MUST BE COMPLETED AND APPROVED PRIOR TO THE START OF FUNDRAISING ACTIVITIES.** | | |
| **LHS CLUB OR SPORT NAME:** |  | |
| **LHS CLUB ADVISOR OR HEAD COACH:** |  | |
| **FUNDRAISING ACTIVITY:** |  | |
| **PURPOSE OF FUNDRAISING ACTIVITY:**  **(please include a detailed description)** |  | |
| **LOCATION OF FUNDRAISING ACTIVITY:** |  | |
| **DATES OF FUNDRAISING ACTIVITY:** |  | |
| **START DATE** | Click or tap to enter a date. | |
| **END DATE** | Click or tap to enter a date. | |
| **CASH BOX NEEDED?** | Select Yes or No. | |
| **CASH BOX AMOUNT** | $ | |
| **LHS OFFICE USE ONLY** | | |
| **FUNDRAISING ACTIVITY APPROVED?** | Select Yes or No. | |
| **SIGNATURE ACTIVITY & ATHLETIC DIRECTOR:** |  | Click or tap to enter a date. |

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| **LINCOLN HIGH SCHOOL**  **FUNDRAISING ACTIVITY – RECONCILIATION FORM** | | |
| **THIS FORM MUST BE SUBMITTED AFTER THE FUNDRAISING ACTIVITY IS COMPLETED** | | |
| **LHS CLUB OR SPORT NAME:** |  | |
| **FUNDRAISING ACTIVITY:** |  | |
| **DATES OF FUNDRAISING ACTIVITY:** |  | |
| **TOTAL REVENUE EARNED:** | $ | |
| **MINUS EXPENSES:** | $ | |
| **MINUS CASH BOX AMOUNT:** | $ | |
| **TOTAL PROFIT EARNED:** | $ | |
| **DEPOSIT AMOUNT:** | $ | |
| **SIGNATURE CLUB ADVISOR OR HEAD COACH:** |  | Click or tap to enter a date. |
| **LHS OFFICE USE ONLY** | | |
| **FUNDRAISING ACTIVITY PREAPPROVED?** | Select Yes or No. | |
| **DEPOSIT REQUIRED?** | Select Yes or No. | |
| **DEPOSIT COMPLETE?** | Select Yes or No. | Click or tap to enter a date. |
| **SIGNATURE FINANCE ASSISTANT:** |  | Click or tap to enter a date. |