

Walla Walla Public Schools

FUND RAISER - FINAL RECONCILIATION

SCHOOL	ADVISOR	DATE
	<u>QUANTITY</u>	x <u>SELLING PRICE</u> = <u>CASH RECEIPTS</u>
1) Total Quantity Purchased	_____ x	≠ ≠ ≠ ≠ ≠ ≠ ≠ ≠
2) Less: Quantity Sold at Original Price	_____ x	\$ _____ = \$ _____
3) Less: Quantity Not Returned by Students	_____ x	≠ ≠ ≠ ≠ ≠ ≠ ≠ ≠
4) Less: Quantity Sold at Prices Other than the Established Selling Price	_____ x	\$ _____ = \$ _____
	_____ x	\$ _____ = \$ _____
	_____ x	\$ _____ = \$ _____
5) Total Quantity Unsold (Line 1 less 2, 3, 4)	=====	
6) Reconciled Items Lost (inventory or cash)	_____	\$ _____
7) Total Cash Receipts (Line 2 + 4)		\$ _____ =====
8) Amount Deposited with the District		\$ _____ =====
Disposition of Unsold Merchandise: _____		

Reference

- 1) The quantity should agree with the quantity received and quantity billed from the vendor.
- 2) The quantity should agree with the student record sheets.
- 3) The quantity should agree with the students record sheets and fine list.
- 4) The quantity should agree with the students record list.
- 5) The total quantity unsold should agree with the inventory count of unsold merchandise that was taken at the end of the fund raiser. This quantity shall also agree with the quantity listed on the vendors credit memo for merchandise returned, or the quantity transferred to the school store for resale.
- 6) This figure is inventory or cash lost.
- 7) This figure should agree with the total receipts deposited into the ASB.