



SERVICE UNIT FUNDRAISING FINANCIAL REPORT

Your name and volunteer position _____

Mailing address _____ Phone # () _____

Service unit name _____ Report code _____

- Type of activity: Girl Scouts of Utah Family Campaign direct solicitation
 Girl Scouts of Utah Family Campaign event
 Special fundraising non- Girl Scouts of Utah Family Campaign event

Description of event _____

Approx. # of adults who assisted in planning and executing this fundraising project _____

Date(s) of event/solicitation _____ Date of this report _____

1. Total income (gross amount received) \$ _____
2. Total expenses (**receipts enclosed**) \$ _____
3. Sales tax paid (per original receipts) \$ _____
(your sales tax will be fully refunded if it was more than \$10)

4. What is your overall evaluation of this activity? (Was it successful? Why or why not? What worked and what didn't? Any changes you would make next time?) Be specific.

5. Would you mentor another service unit through a similar activity in the future? Yes No

Please complete the reverse side of this form, if applicable. Return completed form within one month of the event or receipt of the funds raised to:

Development and Alumni Relations Director
Girl Scouts of Utah
P.O. Box 57280
Salt Lake City UT 84157-0280

SERVICE UNIT FUNDRAISING FINANCIAL REPORT

Service Unit Donors

Please list the name, address, and contact person for any *in-kind gifts or cash donations* your service unit received during this Girl Scouts of Utah Family Campaign fundraising event or direct solicitation process. Please remember to send a thank you letter to each of these donors for their contribution.

Letters will not be generated by the council unless specifically requested. Donors will be listed in the next annual report.

<i>Company/Individual</i>	<i>Address/Phone/E-mail</i>	<i>Contribution</i>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____
11.	_____	_____
12.	_____	_____