

North Penn School District

Audit Report — Raffles, Sales of Chances and Drawings

In order to ensure compliance with Act 156, Administrative Regulation 3900, requires this audit report to be completed after all district approved drawings or the sale of raffles/chances in the name of the North Penn School District or its member organizations. (This form must be submitted at both the building and district level.)

Name of individual responsible

Date of Event

Address

Time of Event

Phone Number

Place of Event

Group and/or Organization Represented

Signature of group treasurer (must be an adult)

Signature of Individual Responsible

Describe the fundraising activity:

A list of itemized expenses and gross receipts must be attached to this form when complete. These forms must also be signed by the group's treasurer (must be an adult).

Describe the "prizes" awarded and their cost:

Please provide the net profit and how it will be spent:

Please distribute a copy of this form to both the building principal and the Office of School and Community Services at the ESC, 401 East Hancock Street, Lansdale, PA 19440.

Approval – Principal	Date
Comments _____	
Approval – Director of Elementary Ed. OR Director of Secondary Ed.	
Comments _____	
Approval – Assistant Superintendent	
Comments _____	