

## ANSAR SHRINE FUNDRAISER ACTIVITY REQUEST

No driver, club, unit, or organization of Nobles shall engage in any fundraising activity whether it be for Charitable or Fraternal purposes without first obtaining written consent of the Potentate. Please submit this form before the event, with rough drafts of the publicity articles, ticket designs, and disclaimer statements, so compliance with Imperial Council rules may be assured. Approval will be returned as soon as possible.

CLUB/UNIT: \_\_\_\_\_

BY: \_\_\_\_\_ (NAME) \_\_\_\_\_ (PHONE)

SPONSORED BY: \_\_\_\_\_ (ORGANIZATION, CITY, CLUB, UNIT, ETC.)

LOCATION OF ACTIVITY: \_\_\_\_\_

TYPE OF ACTIVITY: \_\_\_\_\_

DATE OF ACTIVITY: \_\_\_\_\_ TIME: \_\_\_\_\_

PLANNED DISTRIBUTION OF PROCEEDS: FRATERNAL \_\_\_\_\_ CHARITABLE \_\_\_\_\_

APPROVED: \_\_\_\_\_ POTENTATE DATE: \_\_\_\_\_

### FINANCIAL REPORT (COMPLETE ONLY AFTER EVENT)

1) PRIOR YEAR RESERVE (IF ANY) ..... \$ \_\_\_\_\_

#### RECEIPTS:

2) CASH COLLECTED ..... \$ \_\_\_\_\_

DONATIONS ..... \$ \_\_\_\_\_

INTEREST ..... \$ \_\_\_\_\_

OTHER ..... \$ \_\_\_\_\_

TOTAL GROSS RECEIPTS ..... \$ \_\_\_\_\_

#### EXPENSES:

##### 3) DIRECT FUNDRAISING EXPENDITURES

PERFORMERS ..... \$ \_\_\_\_\_

SPACE RENTAL ..... \$ \_\_\_\_\_

FOOD/BEVERAGE ..... \$ \_\_\_\_\_

OTHER ..... \$ \_\_\_\_\_

SUBTOTAL ..... \$ \_\_\_\_\_

##### INDIRECT FUNDRAISING EXPENDITURES

ADVERTISING ..... \$ \_\_\_\_\_

SALES PROMOTION ..... \$ \_\_\_\_\_

SUPPLIES ..... \$ \_\_\_\_\_

POSTAGE ..... \$ \_\_\_\_\_

EQUIPMENT RENTAL ..... \$ \_\_\_\_\_

CHARITY GIFTS ..... \$ \_\_\_\_\_

CENTER ADMINISTRATIVE COST ..... \$ \_\_\_\_\_

TOTAL EXPENSES ..... \$ \_\_\_\_\_

4) NET PROFIT OR LOSS (# 1 PLUS #2 MINUS #3) ..... \$ \_\_\_\_\_

DISTRIBUTION (CLUB, UNIT, HOSPITAL): \_\_\_\_\_

FINANCIAL REPORT SUBMITTED BY: \_\_\_\_\_ (NAME) \_\_\_\_\_ (PHONE)