## Fundraiser Log Sheet -

INSTRUCTIONS: Maintain a log of all (100\%) fund raising events (both food and non-food items). If event is held for multiple days, list each day separately or the date range of the fund raising event. Add comments such as "sold for multiple days, but delivered on one day only" or "sold during day but cookie dough/frozen pizza, etc taken home for consumption" or any explanation you feel is needed/helpful for audit purposes. You are trying to capture the number of days "junkie food" items are sold and available for consumption during normal school hours. These are the events that will count towards exemption days. Keep in mind, any type of food item sold as a fund raiser can not be sold until 30 minutes after the last lunch period and normal school hours are considered up until 30 minutes after school lets out.

|  |  |  |  | Food Item |  | Healthy Snack |  | Exempt Days |  | $\begin{array}{\|c} \hline \text { \# of } \\ \text { exempt } \\ \text { days } \end{array}$ | Comments: |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Account Number/Description | Fund Raising Item | Date(s) | Time of Day Item Sold | Yes | No | Yes | No | Yes | No |  |  |
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## Fundraiser Log Sheet -

INSTRUCTIONS: Maintain a log of all (100\%) fund raising events (both food and non-food items). If event is held for multiple days, list each day separately or the date range of the fund raising event. Add comments such as "sold for multiple days, but delivered on one day only" or "sold during day but cookie dough/frozen pizza, etc taken home for consumption" or any explanation you feel is needed/helpful for audit purposes. You are trying to capture the number of days "junkie food" items are sold and available for consumption during normal school hours. These are the events that will count towards exemption days. Keep in mind, any type of food item sold as a fund raiser can not be sold until 30 minutes after the last lunch period and normal school hours are considered up until 30 minutes after school lets out.

|  |  |  |  | Food Item |  | Healthy Snack |  | Exempt Days |  | \# of exempt days |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Account Number/Description | Fund Raising Item | Date(s) | Time of Day Item Sold | Yes | No | Yes | No | Yes | No |  | Comments: |
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