

School Year:

Club Name:			
Club Sponsor:			
Anticipated Receipts		Anticipated Expenditures	
List Event:	•	1. Awards & trophies	
	\$	2. Dues to organization	
	\$	3. <u>Travel expenses</u>	<u> </u>
	<u> </u>	4. Supplies	<u> </u>
	<u> </u>	5. Equipment	<u> </u>
	\$	6. Conferences	<u> </u>
	<u> </u>	7. Postage	<u> </u>
	\$	8. Printing	\$
	\$	9. <u>Miscellaneous-itemized</u>	
	\$	10	\$
	\$	11	
Dues collected from students	<u> </u>	12	
Donations/Boosters	<u> </u>	13	<u> </u>
Fund raising	<u> </u>	14.	
Other	<u> </u>	15	\$
Total Receipts:	\$(+)	Total Expenditures:	\$ <u> </u>
Total receipts and expenditures should equal		EOY Anticipated Balance:	\$ <u>(=)</u>
Scope of Club: (Why is this club curriculum of the school.)	being started? New	internal account departments mu	st enhance the
Sponsor Signature	No		_
Principal Signature		Date	

This form shall be completed in its entirety by the club sponsor. All clubs must have a staff sponsor.

Form No. INT-2324-014 – Club Budget / Internal Accounts Revised Date: 9/12/24