

Fundraising Audit Trail

SOMeCA
SOAR/Student Media/Cultural Arts & Diversity

A deposit appointment is required for all on-campus collections of funds and must be scheduled before collections begin. **All funds must be deposited at your SOMeCA office within 1 business day of the end of the event. No electronic collection of funds (Venmo, Paypal, etc.).**

SECTION 1 – CONTACT & EVENT			
Name	Email	@ucsc.edu	Phone
Organization	Event	Date	
<input type="checkbox"/> A deposit appointment has been scheduled for this fundraiser.	Deposit Date	Deposit Time	: AM / PM

SECTION 2 – SALES						
Item(s)	Price	Tally of Sold Items	Total Sold		Price	Total Raised
	\$			X	\$	=
	\$			X	\$	=
	\$			X	\$	=
	\$			X	\$	=
Total Items Not Sold				Total Funds to Deposit		

SECTION 3 – AUTHORIZATION		
I certify the information above is true and accurate to the best of my knowledge and that I accept responsibility for the full amount of funds listed here.		
Authorizing Signature	Print Name	Date