



**Saints Service  
Organization**  
Lakewood Catholic Academy

# Saints Service Organization Event and Program Revenue Worksheet

## Event and Program Revenue Worksheet Instructions:

- Count all revenue and enter it on the appropriate lines below.
- Complete Revenue Worksheet and return it, along with cash and/or checks, to the LCA Office in an envelope marked "SSO Deposit."
- **All event and program revenues must be submitted to the SSO Treasurer within 10 days after the event.**

**Name of Event or Program:** \_\_\_\_\_

**Chairperson Name:** \_\_\_\_\_

## Revenue Source and Amount:

Admission Fee/Ticket Sales: \$ \_\_\_\_\_

Sponsorships: \$ \_\_\_\_\_

Event Activities: \$ \_\_\_\_\_

Donations: \$ \_\_\_\_\_

**Total of cash received:** \$ \_\_\_\_\_

**Total of checks received:** \$ \_\_\_\_\_

**Total Amount for Deposit:** \$ \_\_\_\_\_

**I certify that I have submitted \$ \_\_\_\_\_  
for deposit to the Saints Service Organization account.**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_