

**FOCUS North America Back To School Fundraiser/Supply Drive  
Cash & Check Donation Tracking Sheet**

1. Fill out the chart below for each cash/check donation you receive during your fundraiser or supply drive.
2. All checks should be made out to FOCUS North America, memo: Back to School
3. At the end of your fundraiser, write a check for the total cash amount collected and send FOCUS one check with “back to school cash donations” in the memo line.
4. Please be sure to detail all cash & check donations in the chart below.

**Mail this form with all donations to: FOCUS North America PO BOX 645039, PITTSBURGH, PA 15264-5039**

Cash/Check Donation Summary

Parish: \_\_\_\_\_

Total Cash: \$ \_\_\_\_\_

Total Check: \$ \_\_\_\_\_

Total: \$ \_\_\_\_\_

Last Name	First Name	Donation Amount	Check # (if applicable)	Address	Email	Phone

Questions? Email [jmoxen@focusna.org](mailto:jmoxen@focusna.org)

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