



Knights of Columbus

WYOMING STATE COUNCIL

MANUAL MICHAEL DAVILA FUNDS FOR CHARITIES

TO: Tootsie Roll Director

FROM: _____

Grand Knight

DATE: _____

Dear Tootsie Roll Director:

Our council participated in Funds for Charities for the mentally handicapped. We purchased _____ cases and sold _____ cases. We completed our drive on _____ (date).

Total Revenue Received	\$ _____	Cost	\$ _____
Miscellaneous Donations	\$ _____	Ad & Promo Costs	\$ _____
Donation from our Council	\$ _____	Misc. Expense	\$ _____
TOTAL REVENUE	\$ <u>0.00</u> (a)	TOTAL EXPENSE	\$ <u>0.00</u>
	TOTAL REVENUE	\$ <u>0.00</u> (a)	
	LESS EXPENSE	\$ <u>0.00</u> (b)	
	NET REVENUE	\$ <u>0.00</u> (c)	

Make check payable for the NET REVENUE (c) amount to the K of C Funds for Charities and remit to the State Secretary with a copy of the form as noted below.

\$ 0.00 10% of the NET REVENUE will be retained by the State Council for distribution to the mentally handicapped.

\$ 0.00 90% of the NET REVENUE will be returned to your council for immediate distribution to the organization of your choice that benefits the mentally handicapped

Our Council would like to donate our 90% as follows; please make the checks payable to the following:

\$ _____ TO: _____

\$ _____ TO: _____

\$ _____ TO: _____

The State Treasurer will return the checks to the Grand Knight for local distribution.

Please mail: Original to: Tootsie Roll Director
 Copy to: State Secretary along with check
 Copy to: Council Files
 Copy to: State Treasurer