



# St Albans Girls' School

## Charity Event Float Request Form

|   |  |      |  |
|---|--|------|--|
| Name  |  | Form |  |
| Name of event/stall                             |  |      |  |
| Name of House/Charity you are raising money for |  |      |  |
| Member of staff supervising the event           |  |      |  |
| Date(s) and Time of Event                       |  |      |  |
| Cost of items (e.g. 20p a go, £1 per item)      |  |      |  |

**Float Request Approved by:**

Miss Rose..... Date .....

Finance Office..... Date .....

| Notes           | Amount (£) |
|-----------------|------------|
| £20             |            |
| £10             |            |
| £5              |            |
| Coins           |            |
| £2              |            |
| £1              |            |
| 50p             |            |
| 20p             |            |
| 10p             |            |
| 5p              |            |
| 2p              |            |
| 1p              |            |
| Total Paying In |            |
| Minus float     | -£         |
| Total Profit    |            |

After the event  
count up how  
much you have  
taken here

**NB: This form MUST be given into the Finance Office**

**at least 7 school days before your event**