

EVENT FINANCIAL REPORT

GROUP:	EVENT DATE:
EVENT:	

		INCOME				
		(A)	(B)	(C)	(D)	(AxC) + (BxD)
		# Reserved	# at the Door	Fee-Reserved	Fee-at Door	Total
	Site-Adult					
	Site-Child					
	Feast-Adult					
	Feast-Child					
	NMR			\$5.00	\$5.00	
GROSS EVENT RELATED INCOME:						
Other Income						
GROSS OTHER INCOME:						

TOTAL GROSS INCOME: _____

CANCELLATIONS / REFUNDS

	Number	Amount	Total
Site-Adult			
Site-Child			
Feast-Adult			
Feast-Child			
TOTAL REFUNDS:			

EXPENSES (PAYMENTS)

FINAL GROSS INCOME _____

- Advertising _____
- Equipment Rental and Maintenance _____
- Fees and Honoria (Itemize on back) _____
- Food (cost of Feast supplies) _____
- General supplies _____
- Insurance (Non-SCA) _____
- Occupancy and Site Charges _____
- Postage, Shipping, PO Box rental _____
- Printing and Publications _____
- Telephone _____
- Travel (Gas, Tolls, Airfare) _____
- Other Expenses (itemize on back) _____

EXPENSES SUB-TOTAL: _____

NET PROFIT: _____

- To SCA, Inc Aethelmearc (Non-member Registration) _____
- Moved to Another SCA Account(s) _____

TRANSFERS TOTAL _____

FINAL GROUP PROFIT:

Autocrat signature:	Exchequer signature:
Autocrat print:	Exchequer print: