CAERTHE EVENT FINANCIAL REPORT

☐ Budget Estimate	☐ Final Event Report

GROUP: _____ **EVENT DATE:** _____

EVENT: _____ **AUTOCRAT:** _____

INCOME

	(A) # Reserved	(B) # at the Door	(C) Fee-Reserved	(D) Fee-at Door	(AxC) + (BxD) Total	BUDGETED VALUES INCOME
Site-Adult						
Site-Child						
Feast-Adult						
Feast-Child						
Merchanting						
Class Fee						
Child Care						
Other Income						
				GROSS INCOME:		

CANCELLATIONS / REFUNDS

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

GROSS INCOME	
less REFUNDS	
TOTAL INCOME	

EXPENSES (PAYMENTS)		BUDGETED VALUES EXPENSES
Advertising		
Equipment Rental and Maintenance		
Fees and Honoraria (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:

If profits are split with the kingdom (or another group) you must calculate the split from the net profit. This split and transfer are shown on the lines below.

Moved to Another SCA Account(s) (Itemize on back) Amount to another group or to Kingdom

FINAL GROUP PROFIT: (Net profit minus transfers)