FUNCTION / EVENT ACCOUNTING

Function / Event: _____

Dato of Function / Event: _____

Chairman: _____ Co-Chairman_____

Income:

Cost of Event: = _____ p/p

Tickets Sold: Adult: _____ @ _____ = _____

Child: _____ @ _____ = _____

Total Income: $__ _____

Expenses:

Entertainment: _____
Purchased Items: _____
Stock Items (Lodge Supplied)   _____
Labor: _____

Total Expenses: $ _____

Profit / Loss: $ _____

Cash Pay Outs:

Amount: _____ to _____
Amount: _____ to _____
Amount: _____ to _____
Amount: _____ to _____

Monies Turned In: Checks: $_____
                              C/C Charges: $_____
                              Cash: $_____

Total: $ _____

Duty Officer or Representative: _____

Items purchased $ amount

_____

_____

_____

_____

_____

_____

_____

_____

Lodge Inventory supplied

_____

_____

_____

_____

_____

VOLUNTEERS NAMES	HOURS WORKED	MILES DRIVEN