

# Income/Expense Report

(created: 10-4-16)

**INCOME:** \_\_\_\_\_ EVENT TICKETS @ \$ \_\_\_\_\_ each = \$ \_\_\_\_\_

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\_\_\_\_\_ # of COMP'D TICKETS

RAFFLE \$ \_\_\_\_\_

BAR \$ \_\_\_\_\_

RESALE \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL INCOME:** \$ \_\_\_\_\_

## EXPENSES:

Food \_\_\_\_\_ \$ \_\_\_\_\_

Band/DJ \_\_\_\_\_ \$ \_\_\_\_\_

Use of Hall \_\_\_\_\_ \$ \_\_\_\_\_

Bar \_\_\_\_\_ \$ \_\_\_\_\_

Plates, tablecloths, etc \_\_\_\_\_ \$ \_\_\_\_\_

Raffle prizes \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL EXPENSES** \$ \_\_\_\_\_

TOTAL INCOME \$ \_\_\_\_\_

TOTAL EXPENSES \$ \_\_\_\_\_

PROFIT \$ \_\_\_\_\_

Money counted by:

X \_\_\_\_\_

Count verified by:

X \_\_\_\_\_

Money received by:

X \_\_\_\_\_

**NOTE:** attach receipts for payment, with the name of the party that paid. **NO** cash money should be paid out to anyone from money collected at the event. All payments will be made by Branch/District check.