

Income/Expense Report

(created: 10-4-16)

INCOME: _____ EVENT TICKETS @ \$ _____ each = \$ _____
_____ EVENT TICKETS @ \$ _____ each = \$ _____
_____ EVENT TICKETS @ \$ _____ each = \$ _____
_____ # 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.