

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 _____ \$_____

TOTAL INCOME \$_____

Band/DJ _____ \$_____

TOTAL EXPENSES \$_____

Use of Hall _____ \$_____

PROFIT \$_____

Bar _____ \$_____

Money counted by:

Plates, tablecloths, etc. _____ \$_____

X _____

Raffle prizes _____ \$_____

Count verified by:

_____ \$_____

X _____

_____ \$_____

Money received by:

_____ \$_____

X _____

TOTAL EXPENSES \$_____

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.