



# Service Unit Event Budget Record

Service Unit \_\_\_\_\_ Year \_\_\_\_\_

Event \_\_\_\_\_ Date \_\_\_\_\_

Event Coordinator \_\_\_\_\_ Phone \_\_\_\_\_

### Income:

Girls # \_\_\_\_\_ X \$ \_\_\_\_\_ \$ \_\_\_\_\_

Adults # \_\_\_\_\_ X \$ \_\_\_\_\_ \$ \_\_\_\_\_

Other \_\_\_\_\_ \$ \_\_\_\_\_

### Expense:

1. Administrative (copies, postage) \$ \_\_\_\_\_

2. Facility Rental \$ \_\_\_\_\_

3. Equipment/Supplies \$ \_\_\_\_\_

4. Food & Beverage \$ \_\_\_\_\_

5. Transportation \$ \_\_\_\_\_

6. Insurance \$ \_\_\_\_\_

7. Other \_\_\_\_\_ \$ \_\_\_\_\_

Total Estimated Income \$ \_\_\_\_\_

Total Estimated Expense \$ \_\_\_\_\_

Did the budget work as planned?  Yes  No—If no, please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_