

GIRL SCOUT COUNCIL OF ORANGE COUNTY

EVENT BUDGET WORK SHEET

Association _____ Service Unit _____

Event Name _____ Date _____

Prepared by _____ Date _____

Position _____ Phone _____

ANTICIPATED EXPENSES:	ACTUAL EXPENSES	BUDGET EXPENSES
Site Rental Fee		
Printing		
Program Supplies		
Food		
Office Supplies/Postage		
Patches		
Housekeeping Supplies		
Recognitions		
Sanitation		
Other		
Other		
Other		
Contingency		
TOTAL EXPENSES:		

ANTICIPATED INCOME:	ACTUAL INCOME	BUDGET INCOME
Balance Forward		
Participant Fee		
Adult Fee		
TOTAL INCOME:		

Number of girls expected to attend: _____ Cost per girl: _____ Event Fee: _____

OFFICE SUPPLIES NEEDED: _____ Paper (ream 500 sheets) _____ Stamps _____ Envelopes _____