

GIRL SCOUT COUNCIL OF ORANGE COUNTY

**EVENT FINANCIAL REPORT**

Association \_\_\_\_\_ Service Unit (s) \_\_\_\_\_  
 Event Name \_\_\_\_\_ Date \_\_\_\_\_  
 Prepared by \_\_\_\_\_ Date \_\_\_\_\_  
 Position \_\_\_\_\_ Phone \_\_\_\_\_

**Note: Attach receipts. Return to association or service unit treasurer. Submit one copy to membership development director.**

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

ACTUAL INCOME:	BUDGET INCOME	ACTUAL INCOME
Balance Forward		
Participant Fee # girls @ \$ _____		
Adult Fee # adults @ \$ _____		
<b>TOTAL INCOME:</b>		
<b>PROFIT (LOSS)</b>		

**OFFICE SUPPLIES NEEDED: \_\_\_\_\_ Paper (ream 500 sheets) \_\_\_\_\_ Stamps \_\_\_\_\_ Envelopes**