

ILR-SD Event Planning Worksheet

REVENUE		BUDGET	ACTUAL			
Sponsors						
Registration						
Other						
Total						
EXPENSES	Before Event					
Printing						
Mailing						
Phone						
Shipping						
Instructor/Judge						
	Plane fare					
	Parking					
	Auto/rental					
	Lodging					
	Meals					
Assistant	Plane fare					
	Parking					
	Auto/rental					
	Lodging					
	Meals					
EXPENSES	On-site					
Insurance						
Meals						
Break Snacks						
Drinks						
Porta Potties						
Tables						
Chairs						
Sound						
Helpers						
Computer						
Projector						
Dark Room						
Animals						
Fleeces						
Obstacles						
Class room						
Show ring						
Reference mat.						
Test Copies						
Misc Supplies						

EXPENSES	After Clinic					
Mailing						
Shipping						
Phone						
TOTAL EXPENSE						
Projected Profit						
Actual Profit(loss)						

NOTES: