CSI/FAC Event Budget Breakdown

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| **General Event Information** |
| Name of Event: Date: Time: |
| Sponsoring Organization: Student Contact Name: |
| Additional Funding by: |
| Total Allotted Budget: Performance Fee: Agent Fee: |

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| **Production Cost** | **Estimated ($)** | **Actual ($)** | **Dept/Org Responsible** |
| Performer/Talent Fee (Speaker, DJ, Ref, etc.) |  |  |  |
| Entertainment Tax (2%) |  |  |  |
| Special Guest(s) |  |  |  |
| Opening Act |
| Agent Commission |  |  |  |
| Sound and/or Lights |  |  |  |
| Table/Stage Rental |  |  |  |
| Band Gear Rental |  |  |  |
| Facility Rental/Staff |  |  |  |
| Electrician |  |  |  |
| Police/Security/Ambulance |  |  |  |
| Props |  |  |  |
| Postage/UPS |  |  |  |
| Parking Permits |  |  |  |
| Travel/Transportation |
| Lodging |  |  |  |
| Decorations |  |  |  |
| **Hospitality & Catering** |  |  |  |
| Catering Cost |  |  |  |
| Food for Performer |  |  |  |
| Food for Crew |  |  |  |
| **Publicity** |  |  |  |
| Posters |  |  |  |
| Promotional Items |  |  |  |
| Ticket Printing |  |  |  |
| Ticket Sales Price | Student: GA: | Student: GA: |  |
| Ticket Revenue (Sales) |  |  |  |
| Sales Commission |  |  |  |
| Other: |  |  |  |

**Anticipated**  Total Income: \_\_\_\_\_\_ **Actual** Total Income: \_\_\_\_\_\_

Total Expenses: \_\_\_\_\_ Total Expenses: \_\_\_\_\_

Net Gain (Loss): \_\_\_\_\_ Net Gain (Loss): \_\_\_\_\_