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): \_\_\_\_\_