

TOURNAMENT / EVENT FINANCIAL REPORT

Name of T/E: _____

Location: _____

Dates: _____

INCOME

Total cash advances from MISGA Treasurer		\$ _____
Participants entry fees (attach listing by name and amounts)	\$ _____	
Less: Refunds to participants (attach list by name and amounts)	\$ _____	
Net Income from participants		\$ _____
Bank Interest (as reflected in bank statement or passbook)		\$ _____
Other Income (provide explanation, Example: 50/50)		\$ _____
	TOTAL INCOME	\$ _____

EXPENSES

Return of cash advances to MISGA		\$ _____
Prizes (attach receipts/invoices and list of winners)		\$ _____
Golf Carts (attach receipts/invoices)		\$ _____
Food/Drink (attach receipts/invoices)		\$ _____
Lodging (attach receipts/invoices)		\$ _____
Transportation (attach receipts/invoices)		\$ _____
Administrative (schedule showing dates, purpose, and attach receipts/invoices)		\$ _____
Other Expenses (provide explanation and attach receipts/invoices)		\$ _____
	TOTAL EXPENSES	\$ _____

NET OVERAGE / SHORTAGE \$ _____

Check attached for cash advance plus or minus net overage or shortage \$ _____

Submitted by _____
Event Chairman/Coordinator

Date _____