

VMCCA Tour Budget Worksheet / Final Report

Tour name _____			
Tour dates _____			
Income		units	unit price
Entry fees- Car/Driver			
Entry fees - Passengers			
Entry fees - Passengers daily			
National Dues - new members			
Gold Award of Excellence Judging			
Admissions			
Admissions			
Admissions			
Meals			
Meals			
Meals			
Banquet - Opening			
Banquet - Closing			
Clothing			
Tour books - extra			
other 1			
other 2			
other 3			
Total			
Entry fee - REFUNDS			
TOTAL			

ONLY MAKE ENTRIES ON LINES THAT ARE APPROPRIATE FOR YOUR TOUR

Expenses - organizational		amount
Tour set-up club members expenses		
Office supplies		
Hospitality room rent		
Awards		
Door prizes		
Gazette/daily newspaper		
Photography		
Trailer parking		
Trouble truck		
	units	unit price
National dues to national		
Gold Award fees to Nat'l		
Judges breakfast		
CONTINGENCIES	enter total amount	
Total		

Expenses - per car	units	unit price	total
Car Number - Decals/Banners			
Dash plaques			
Tour bags			
Tour books			
Goodie Bags			
Goodie Bag contents			
Total			

Budget/Report date _____			
Summary			
Income			
Organizational expenses			
Per Car expenses			
Per person expenses			
Total expenses			
Income/Loss			

IF THERE ARE ANY EXPENSES THAT ARE NOT PER PERSON OR PER CAR
ENTER THE AMOUNT IN THE TOTAL COLUMN (AS EXAMPLE - A FIXED AMOUNT
CONTRIBUTION IS MADE AND COVERS EVERYONE ON THE TOUR)

Expenses - per person	units	unit price	total
Name tags			
Hospitality room provisions			
Banquet- Opening			
Day 1	Coffee stop		
	Admissions - AM		
	Admissions - PM		
	Lunch		
	Dinner		
	Other		
Day 2	Coffee stop		
	Admissions - AM		
	Admissions - PM		
	Lunch		
	Dinner		
	Other		
Day 3	Coffee stop		
	Admissions - AM		
	Admissions - PM		
	Lunch		
	Dinner		
	Other		
Day 4	Coffee stop		
	Admissions - AM		
	Admissions - PM		
	Lunch		
	Dinner		
	Other		
Day 5	Coffee stop		
	Admissions - AM		
	Admissions - PM		
	Lunch		
	Dinner		
	Other		
Banquet- Closing			
Total			