

## Event Report

COMMITTEE:

CHAIR:

DATE:

BUDGET:

PROFIT/LOSS:

Vendors Used:

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Budget Details:

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Planning Details:

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Advice for Next Year:

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Other Information:

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Income: \$ \_\_\_\_\_

Expenses: \$ \_\_\_\_\_

*Attach copies of flyers, ads in the Newsletter or Website, receipts  
and contact information for vendor/suppliers.  
Turn in the event folder after all information has been collected. Thank you!*