

ZONTA District 4 Conference Budget

Friday September 27th thru Sunday September 29, 2013

As of:
11/30/13

Remarks

INCOME:	Attendees	Fee:	BUDGET	ACTUALS		VARIANCE	
Registration Fees - "Early Bird"	150	225	33,750	20,250.00	90	(13,500.00)	
Registration Fees - After July 15, 2013	50	235	11,750	3,000.00	12	(8,750.00)	
Registration Fees - First Timers				5,375.00	25	5,375.00	Both Early Bird and after July
Registration Fees - Z Club				150.00	1	150.00	Mississauga Club
Registration Fees - Speaker				150.00	1	150.00	Discount - Workshop Speaker
<i>Total Registration Fees</i>		√	45,500	28,925.00	129	(16,575.00)	
District 4 Contribution		√	6,000	6,000.00		-	Check received from District 4
Program Ads - Fundraising		√		2,000.00		2,000.00	
Pre-Conference Tours		√		535.00		535.00	
Zonta Store - Table Rental		√		190.00		190.00	Nine Clubs (extra \$10)
Guests - Friday/Saturday Dinner		√		400.00		400.00	8 Guests (Fri/Sat)
Rieland - Purchase extra Wine		√		113.30		113.30	
TOTAL Income			51,500	38,163.30	258	(13,336.70)	
EXPENSES:							
MEALS:							
<i>Thursday Evening Party</i>							
Food (Appetizers)/drinks	50	20	1,270	1,266.90	35	(3.10)	
<i>Friday Evening: Dinner (\$35)</i>	200	44.1	8,820	5,651.15	131	(3,168.85)	
<i>Saturday:</i>							
<i>Breakfast (\$20)</i>	200	25.2	5,040	3,377.22	129	(1,662.78)	
Break (drinks@4.00; \$56 gallon Coffee)	200		1,260	658.07		(601.93)	
<i>Lunch (\$26)</i>	200	32.76	6,552	3,991.26	129	(2,560.74)	
Break (drinks@4.00; \$56 gallon Coffee)	200		1,260	-		(1,260.00)	
<i>Dinner (\$36)</i>	200	45.36	9,072	7,323.12	136	(1,748.88)	
<i>Sunday Breakfast (\$20)</i>	200	25.2	5,040	3,653.30	129	(1,386.70)	
<i>Sub-total Meal Expense</i>			38,314	25,921.02		(12,392.98)	
OTHER EXPENSES:							
Hospitality Room			1,000	325.19		(674.81)	
Speaker Gifts			500	101.13		(398.87)	
AV Equipment			2,000	3,317.30		1,317.30	
Gift Bags Attendees	200	4	800	801.34		1.34	
Photocopying expense			0	-		-	
Printing programs			1,100	790.77		(309.23)	
First Timers Reception			500	371.88		(128.12)	
PayPal	125	6.1	763	545.24		(217.26)	
Entertainment - Friday Evening			1,000	954.74		(45.26)	
Entertainment - Saturday Evening			1,500	1,171.36		(328.64)	
Singers National Anthems / rental Flags			300	289.20		(10.80)	
Decorations / Signs			1,000	429.48		(570.52)	
Board Lunch - post conference (Sunday)			0			-	
Zonta Delegate (misc)			300			(300.00)	
Publicity			500	152.86		(347.14)	
Miscellaneous				1,267.34		1,267.34	
District 4 seed money				6,000.00		6,000.00	
<i>SUB-TOTAL Other</i>			11,263	16,517.83		5,255.33	
TOTAL Expenses			49,577	42,438.85		(7,137.65)	
NET PROFIT / (LOSS) before items covered by District 4			1,924	(4,275.55)		(6,199.05)	
Items covered by District 4							
First Timer Fee (\$15 * 25)				375.00			
International Director - Registration Fee				225.00			
NET PROFIT / (LOSS)				(3,675.55)			

Reconciliation of District 4 Seed Money

Funds Received:		<u>6,000.00</u>
Less:		
District 4 Lunch - Sunday		899.64
First Timer Fee (\$15 * 25)		375.00
International Director - Registration Fee		225.00
International Director - Hotel room cost		215.46
Conference loss		<u>3,675.55</u>
		<u>5,390.65</u>
Amount to be Returned		609.35
Balance in conference bank	received Dec/13	(629.35)
Unexplained difference		(20.00)