

Baronial Event Budget Estimate

Event Name: _____

Date of Event: _____

Location of Event: _____

Autocrat: _____

Participation (number of people expected to attend):

Adults:	Youths:
Other (specify details)	

Income (expected income):

Site Fee (Adult) Fee per person: \$ _____ * people (from above) =	
Site Fee (Youth) Fee per person: \$ _____ * people (from above) =	
Site Fee (Other) Fee per person: \$ _____ * people (from above) =	
Feast Fee Fee per person: \$ _____ * _____ (expected # of feasters) =	
Donations	
Other Income (itemize on back)	
Total Income	

Expenses (expected expenses):

Site	
Advertising	
Site Tokens	
Prizes <i>(note: Only the Prize Coordinator can make prize purchases. No one else will be reimbursed for prizes, even if the prizes are budgeted.)</i>	
Ambiance	
Feast	
Equipment Rental and Maintenance	
General Supplies	
Insurance	
Other Expenses (itemize on back)	
Total Expenses	

Total Profit/Loss (Income - Expenses): _____

 The above budget is for the maximum reimbursement costs for the event. If this budget needs to be adjusted after it has been approved, the autocrat must go to the Baronial Financial Committee for approval of the additional expenses before any monies are spent or services are contracted. The autocrat of the event is responsible for all expenses incurred that did not have the approval of the Baronial Financial Committee.

For the Baronial Financial Committee Only:

Date Approved: _____

Signature(s): _____

