Arkansas School Band and Orchestra Association

REGION _____ FINANCIAL REPORT FOR REGION MARCHING ASSESSMENT

DATE _____

TOTAL RECEIPTS ____ Bands @ $175.00 **$ _____0.00**

EXPENSES

Judge's Honorariums @ $175 per day	$ _____
Judge's Travel @ $.33 per mile	$ _____
Hotel/Motel (Host responsible for room only)	$ _____
Meals ($15.00 per judge per day maximum)	$ _____
*Host School Expenses (Itemized)	$ _____
Number 1st Division Trophies _____ @ $	$ _____0.00
Number 2nd Division Trophies _____ @ $	$ _____0.00

TOTAL EXPENSES **-$ _____0.00**

(Must attach receipts for all expenses over $10.00)

BALANCE **$ _____0.00**

*Fees for school security are allowable expenses for ASBOA events if required by school administration. Signed receipts for such services must accompany the financial report.

When paperwork and/or funds are not received 30 days after the event, the building administrator of the director(s) responsible will be notified.

Immediately following the event, send the following: 1 – Contest Results 2 – Financial Statement	Send to: ASBOA Office 6227 Tech Lane Russellville, AR 72801 PH: 479-498-6059 Fax: 479-498-6063 Email: julia.reynolds@atu.edu Updated 09/27/15