

Arkansas School Band and Orchestra Association



FINANCIAL REPORT FOR REGION SOLO-ENSEMBLE ASSESSMENT

REGION	DATE
TOTAL RECEIPTS	
\$	

EXPENSES	
Judge's Honorariums	\$
Judge's Travel	\$
Hotel/Motel (Host responsible for room only)	\$
Meals (\$15.00 per judge per day maximum)	\$
**Host School Expenses (Attach itemized list and receipts)	\$
* Number 1 st Division Medals _____ @ \$1.47	\$
* Number 2 nd Division Medals _____ @ \$1.47	\$

* The amount for medals is to be sent immediately to the ASBOA Office.
 Also, please send all unused medals to the ASBOA Office.

(Must attach receipts for all expenses over \$10.00)

TOTAL EXPENSES	- \$
BALANCE FROM SOLO-ENSEMBLE ASSESSMENT	\$

^After expenses, the balance is to be sent to:

ASBOA Office	PH: 479-498-6059
6227 Tech Lane	FAX: 479-498-6063
Russellville, AR 72801	julia.reynolds@atu.edu

^ABA 2013

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

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