

Arkansas School Band and Orchestra Association



FINANCIAL REPORT FOR REGION CONCERT ASSESSMENT			
REGION -		DATE -	
RECEIPTS	_____ Bands	@ \$175.00	\$
	_____ Late Fees	@ \$10.00	\$
	Donations		
TOTAL RECEIPTS			\$

EXPENSES	
Judge's Honorariums	\$
Judge's Travel	\$
Hotel/Motel (Host responsible for room only)	\$
Meals (\$8/Breakfast, \$10/Lunch, \$15/Dinner)	\$
**Host School Expenses (Attach itemized list and receipts)	\$
* Region's Share of Sight-reading music @ \$498.00	\$ 498.00
* Number 1 st Division Concert ONLY _____ @ \$43.25	\$
* Number 1 st Division Combo Concert/SR _____ @ \$43.25	\$
* Number 1 st Division SR ONLY _____ @ \$60.00	\$

* The amount for **plaques** and **sight-reading** music is to be sent **immediately** to the ASBOA Office. Plaques cannot be ordered until these funds are received.

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

TOTAL EXPENSES	- \$
BALANCE FROM CONCERT ASSESSMENT	\$

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

ASBOA Office	PH: 479-498-6059
215 West O Street, MSC 6036	
Russellville, AR 72811	julia.reynolds@atu.edu

^ABA 2013

** 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 within 30 days of the event, the building administrator of the director(s) responsible will be notified.