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 @ $487.34	$ 487.34
* Number 1st Division Concert ONLY _____ @ $40.00	$
* Number 1st Division Combo Concert/SR _____ @ $40.00	$
* Number 1st Division SR ONLY _____ @ $60.00	$

*** The amount for <u>plaques</u> and <u>sight-reading</u> music is to be sent <u>immediately</u> 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 PH: 479-498-6059
1711 Coliseum Dr, MSC 6036
Russellville, AR 72801 ddove@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.**