Revised 4/30/03

FINANCIAL REPORT OF SANCTIONED EVENT

Name of Event_____Date of Event_____

Site of Event_____
City State

Host School_____Cosponsor, if any_____

Income

1. Ticket Receipts .....$_____
2. Program Sales….....$_____
3. Souvenir Sales….....$_____
4. Program Advertisement….....$_____
5. Sponsorships….....$_____
6. Entry Fees….....$_____
7. In-Kind Donations….....$_____
8. Other income (Please itemize)….....$_____

TOTAL .....$_____

Expenses

1. Tournament Payroll/Personnel Costs .....…$_____
2. Value of Awards, Medals or Trophies to Players, Coaches and Teams.....$_____
3. Value of T-shirts and Other Apparel/Gifts to Players, Coaches and Teams…....$_____
4. Venue Rental….....$_____
5. Team Travel Expenses….....$_____
6. Team Room and Board….....$_____
7. Insurance.....…$_____
8. Sanctioning Fee.....$_____
9. Other Expenses (Please itemize)….....$_____

TOTAL… .....$_____

***As an alternative to completing the above portion of this form, you may attach your income and expense report for the event.*

ADVANCES, REIMBURSEMENTS AND OTHER PAYMENTS TO EACH PARTICIPATING SCHOOL:

School_____ Amount $_____

School_____ Amount $_____

School_____ Amount $_____

School_____ Amount $_____

(Use additional sheets as necessary)

Were all schools, as well as their employees and agents, treated equally from a financial standpoint? ÿ Yes ÿ No

Financial Report Certified by:

_____ _____
Principal of Host School Sign/Print Name Date

_____ _____
Chief Financial Officer for Event Sign/Print Name Date

Copies of this completed form will be forwarded by the NFHS to the State Associations.

Mail completed form upon request. Please mail to: National Federation of State High School Associations, Attn: Sanctioning, P.O. Box 690, Indianapolis, IN 46206.