

ESTIMATED BUDGET

Organization:
Event/Program Name:

Item	ESTIMATED COST	SUB-TOTAL
A. Lecture / Entertainment: Honoraria / Performers		
1. _____ Student organization performances	\$ 300.00	\$300.00
2. _____	\$ _____	
B. Publicity: Flyers / Posters / Ads / Mailing / Printing		
1. _____ Postcards	\$ 225.00	\$775.00
2. _____ Half-sheet posters for Student Housing	\$ 50.00	
3. _____ Map handouts	\$ 250.00	
4. _____ Large maps	\$ 250.00	
5. _____	\$ _____	
C. Food: Refreshments, Breakfast, Lunch, Dinner (Include cost per person)		
1. _____	\$ _____	\$0.00
2. _____	\$ _____	
D. Decorations / Props		
1. _____ Balloons	\$ 50.00	\$50.00
2. _____	\$ _____	
E. Facility: Room Rental / Room Setup Fees / Equipment Rental / AV		
1. _____ CES Annual Reservation Fee (West Quad)	\$ 170.00	\$854.00
2. _____ CES Reservation Fee (West Quad)	\$ 32.00	
3. _____ CES Annual Reservation Fee (East Quad)	\$ 170.00	
4. _____ CES Reservation Fee (East Quad)	\$ 32.00	
5. _____ Stage	\$ 450.00	
F. Travel: Transportation / Parking / Lodging		
1. _____	\$ _____	\$0.00
2. _____	\$ _____	
G. Miscellaneous		
1. _____ Student organization set-up and clean-up support	\$ 750.00	\$4,025.00
2. _____ Trash support	\$ 150.00	
3. _____ Electricity	\$ 125.00	
4. _____ Tables/chairs	\$ 3,000.00	
5. _____	\$ _____	
		\$6,004.00
Other Funding Sources: Income / ASUCD / Dept & Club Contribution		
Ticket Sales	\$ _____	\$0.00
Registration Fees	\$ _____	
Program Advertising Sales	\$ _____	
Merchandise Sales (T-shirts, etc.)	\$ _____	
Club Contribution	\$ _____	
ASUCD Contribution	\$ _____	
Other	\$ _____	
Total Expenses		\$6,004.00
Less Total Income		\$0.00
Amount Requested		\$6,004.00