

# Knights of Columbus Ascension Council 7991

887 Wembley Road, Parksville, B.C., V9P 2E6

FUNCTION: \_\_\_\_\_

Date: \_\_\_\_\_

Ticket Sales: Adult \_\_\_\_\_ @ \$ \_\_\_\_\_ = \_\_\_\_\_

Child \_\_\_\_\_ @ \$ \_\_\_\_\_ = \_\_\_\_\_

Total: \_\_\_\_\_

Liquor Sales: Beer \_\_\_\_\_ @ \$ \_\_\_\_\_ = \_\_\_\_\_

Wine \_\_\_\_\_ @ \$ \_\_\_\_\_ = \_\_\_\_\_

Pop \_\_\_\_\_ @ \$ \_\_\_\_\_ = \_\_\_\_\_

Total: \_\_\_\_\_

TOTAL: \_\_\_\_\_

Staff:

Name:

Hours

Committee Head: \_\_\_\_\_

Setup Tables etc. \_\_\_\_\_

Kitchen Chef: \_\_\_\_\_

Kitchen Helper: \_\_\_\_\_

Takedown Tables: \_\_\_\_\_

Cleanup: \_\_\_\_\_

Bar Ticket Sales: \_\_\_\_\_

Bar Manager: \_\_\_\_\_

Bar Assistant: \_\_\_\_\_

TOTALS: Number of Knights: \_\_\_\_\_ Man Hours: \_\_\_\_\_

Report Submitted By: \_\_\_\_\_

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SYNOPTIC:

Revenue:

Tickets Issued: \_\_\_\_\_

Complementary: \_\_\_\_\_

Ticket Sales: \_\_\_\_\_

Liquor Sales: \_\_\_\_\_

Chinese Auction: \_\_\_\_\_

Total Revenue: \_\_\_\_\_

Expenses:

Receipts Attached

Amount

Dinner Supplies:      Supplier #1: \_\_\_\_\_

   Supplier #2: \_\_\_\_\_

   Supplier #3: \_\_\_\_\_

   Supplier #4: \_\_\_\_\_

   Supplier #5: \_\_\_\_\_

Kitchen Cleanup:      Provider: \_\_\_\_\_

Liquor License: \_\_\_\_\_

Litres                  Units                  Cost

Liquor Purchases:      Beer:                  \_\_\_\_\_

   Less Inventory:                  \_\_\_\_\_

   Wine:                        x8       = \_\_\_\_\_

   Less Inventory:                        x8       = \_\_\_\_\_

   Pop:                          \_\_\_\_\_

   Less Inventory:                  \_\_\_\_\_

Entertainment:      Provided By: \_\_\_\_\_

TOTAL EXPENSES: \_\_\_\_\_

NET TO THE KNIGHTS: \_\_\_\_\_