

## Sample Budget

FISCAL YEAR 19 \_\_\_\_\_

	MEMBERSHIP	EDUCATION ACTIVITIES	EXHIBIT	NEWSLETTER	SECTION MEETINGS	OTHER	TOTAL BUDGET	(LAST YEAR) TOTAL ACTUAL
<b>RECEIPTS</b>								
Dues refunds	\$1,800						\$ 1,800	\$ 1,500
Registration fees		\$2,500					2,500	2,000
Exhibit rentals			\$3,000				3,000	2,500
Advertising				\$3,500			3,500	3,000
Meal functions					\$1,400		1,400	1,000
Other - interest						\$ 100	100	50
Sundry							----	50
<b>TOTAL</b>	1,800	2,500	3,000	3,500	1,400	100	12,300	10,100
<b>EXPENSES</b>								
Printing	300	700	200	2,200	400	200	4,000	3,400
Publicity	200	400	600	400	100		1,700	1,400
Postage	50	200	150	300			700	600
Stationery & Supplies	50	150		200	100		500	400
Awards	100	200					300	300
Insurance						200	200	150
Accounting						150	150	100
Outside Services		500	1,400		800		2,700	2,400
Clerical help			300	100	50		450	350
Committees	100	200	100	200		150	600	500
Sundry	100	50	50		50		400	300
<b>TOTAL</b>	900	2,400	2,800	3,400	1,500	700	11,700	9,900
<b>RECEIPTS OVER (Under) EXPENSES</b>	\$ 900	\$ 100	\$ 200	\$ 100	\$ (100)	\$ (600)	\$ 600	\$ 200