



DELANEY COUNCIL FUNCTION PRELIMINARY REPORT



Event Title	
Actual Event Date	
Location	

Reporting Chairman	
Council Activities	() Catholic () Family
	() Community () Council
	() Youth () 300 Club/ Other

Income Section		
Cost Per Person		
Number of People		
	Total Ticket Income	
Raffle Income Section		
Cost Per Person		
Number of People		
	Total Raffle Income	

Food Expense Section		
Cost Per Person		
Number of People		
	Total Food Expense	

Music Expense Section		
Cost Per Person		
Number of People		
	Total Music Expense	

Miscellaneous Expense Section		
Cost Per Person		
Number of People		
	Total Miscellaneous Expense	

Total Income		
Total Expenses		
	Net Profit	
	Break Even Point (# of people)	

GENERAL:

A detailed bill or invoice is required for all expenditures.