

# F.E.E.T. Sheet

## *Final End of Event Tally Sheet*

Please complete the following information as accurate as possible. This will be a guide for next year's event.

**Event:** \_\_\_\_\_

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

**Committee Chairs:** \_\_\_\_\_

**Number of Actual Volunteers:** \_\_\_\_\_

Add up each column:

**Allotted Budget**

**Value of Donated Items**

**Income**

**Actual Money Spent**

**Actual Money Spent**

**Expenses**

**Over/Under Budget Amount**

**Total Cost of Event**

**Net Income**

**Hospitality** - Please describe in detail:

**Recommendations for Next Year:**

Co-Chairs Needed: \_\_\_\_\_

Volunteers Needed: \_\_\_\_\_

Start-Up Cash Needed: \_\_\_\_\_

Other: \_\_\_\_\_

**Denominations of money to start:** Please indicate how many of each.

One\$	Five \$	Ten \$	Twenty \$		Quarters	Dimes	Nickels	Pennies
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