

Sixth College Semi-formal 2015

POST-Budget

Name of Organization: SCSC Special Events Committee

Advisor/Funds Manager (name, contact email): Elizabeth Miller, e8miller@ucsd.edu

Event Date: January 31, 2015

Date Submitted By: February 9, 2015

Post Budget Due: February 10, 2015

NOTE: Post-Budget and backup expenses documentation is due **10 calendar days** after the event

Step 1: Please list the actual expenses for all event purchases by vendor (refer to the amounts on your receipts).

Expenditures:

| Amount | Vendor | Method of Payment | Description of Expense |
|--------------------|------------------------------------|-----------------------|-------------------------|
| \$25.45 | Target (sample) | R | Supplies/Decorations |
| \$500.00 | UCSD Catering (sample) | EC | Food |
| \$900.00 | DJ Philly | Performance Agreement | Entertainment |
| \$9,420.00 | San Diego Natural History Museum | R | Venue |
| \$2,454.52 | Abbey Party Rental | PO | Tables/Chairs/Drink dis |
| \$4,298.00 | Velocity | PO | Sound/Lighting |
| \$4,254.53 | Sun Diego Charter | PO | Transportation |
| \$1,200.00 | Cheesy Photoboosts | PO | Photoboosts |
| \$175.00 | Mercer (Insurance) | EC | Liability Insurance |
| \$37.06 | Uprinting (originally 135.24) | EC | Tickets |
| \$44.86 | ButtonMakers.net | EC | Bylar button covers |
| \$1,100.00 | Launch Live Art | PO | Letterbrush |
| \$169.34 | Smart and Final | R | Plates |
| \$753.75 | Staff Pro.INC | PO | Security |
| \$32.35 | Ralphs | EC | Ice |
| \$200.92 | Smart and Final | EC | Cups and Lemonade |
| \$41.70 | Walmart, Michaels | R | |
| \$6.48 | Dollar Tree | R | |
| \$127.95 | Decorations | R | Supplies/Decorations |
| \$4,360.00 | Admiral's | PO | Food |
| \$558.00 | Eventbrite (ticket processing fee) | EC | Online sales |
| \$30,134.46 | Total Actual Expenditures | | |
| | \$3,942.00 Eventbrite | | Online Tickets |
| | \$4,030.00 HUB | | Online Tickets |

Step 2: Put the amount that you were originally funded.

| | |
|---|-------------------|
| Total Funding Requested from SCSC | \$28,945 |
| Generated income (ticket sales) | \$7,972.00 |
| Funding/ income less Actual Expenses | \$6,782.54 |

Method of Payment Key:

EC=Express Card

ENPET=Tranfer of Funds

R= Reimbursment (paid out-of-pocket and seeking reimbursement)

PO= Purchase Order

RC=Recharge to index