

Event Financial Report – Sequim Bay Yacht Club

Report Date:

Event Name:

Event Date:

Event Lead/Chairperson:

**INCOME:**

Item	Description	Quantity	Unit Price	Total
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Total Income:

**EXPENSES:**

Item	Description	Quantity	Unit Price	Total
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Total Expense:

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**SUMMARY:** Total Income:  
Less Total Expenses:  
Net Income/Loss:

Prepared & Submitted By: \_\_\_\_\_ Event Lead/Treasurer

- 1) Attach all receipts for expenses.
- 2) Attach list of individuals to reimbursed, including name, mailing address, and amount to be paid.
- 3) Submit 1 copy to SBYC Treasurer, PO Box 1261, Sequim, WA 98382
- 4) Submit 1 copy to the Social Events Committee Chair for the Event Notebook