

FINANCIAL REPORT OF SANCTIONED EVENT

Name of Event _____ Date of Event _____

Site of Event _____
City _____ State _____

Host School _____ Cosponsor, if any _____

Income

1. Ticket Receipts\$ _____
2. Program Sales.....\$ _____
3. Souvenir Sales.....\$ _____
4. Program Advertisement.....\$ _____
5. Sponsorships.....\$ _____
6. Entry Fees.....\$ _____
7. In-Kind Donations.....\$ _____
8. Other income (Please itemize).....\$ _____
- TOTAL**\$ _____

Expenses

1. Tournament Payroll/Personnel Costs\$ _____
2. Value of Awards, Medals or Trophies to Players, Coaches and Teams.....\$ _____
3. Value of T-shirts and Other Apparel/Gifts to Players, Coaches and Teams.....\$ _____
4. Venue Rental.....\$ _____
5. Team Travel Expenses.....\$ _____
6. Team Room and Board.....\$ _____
7. Insurance.....\$ _____
8. Sanctioning Fee.....\$ _____
9. Other Expenses (Please itemize).....\$ _____
- TOTAL**\$ _____

****As an alternative to completing the above portion of this form, you may attach your income and expense report for the event.**

**ADVANCES, REIMBURSEMENTS AND OTHER PAYMENTS
TO EACH PARTICIPATING SCHOOL:**

School _____	Amount \$ _____
School _____	Amount \$ _____
School _____	Amount \$ _____
School _____	Amount \$ _____

(Use additional sheets as necessary)

Were all schools, as well as their employees and agents, treated equally from a financial standpoint? ☐ Yes ☐ No

Financial Report Certified by:

Principal of Host School _____	Sign/Print Name _____	Date _____
--------------------------------	-----------------------	------------

Chief Financial Officer for Event _____	Sign/Print Name _____	Date _____
---	-----------------------	------------

Copies of this completed form will be forwarded by the NFHS to the State Associations.

Mail completed form upon request. Please mail to: National Federation of State High School Associations, Attn: Sanctioning,
P.O. Box 690, Indianapolis, IN 46206.