



Girl Scouts of the Missouri Heartland, Inc.  
**Service Unit Event Financial Report**

Girl Scouts.

Name of Event \_\_\_\_\_ Event Date(s) \_\_\_\_\_

Service Unit \_\_\_\_\_ Number of Registered Girls in SU \_\_\_\_\_ Adults \_\_\_\_\_

**Participation Information**

Number of Girls in Attendance (Total) \_\_\_\_\_ Number of First-Time Girl Scout Participants \_\_\_\_\_

Number of Adults in Attendance \_\_\_\_\_ Number of Volunteers \_\_\_\_\_ Paid Staff \_\_\_\_\_

**Age Level Participation** (List number for each age level) **Girl Scout Daisies** \_\_\_\_\_ **Brownies** \_\_\_\_\_

**Juniors** \_\_\_\_\_ **Cadettes** \_\_\_\_\_ **Seniors** \_\_\_\_\_ **Ambassadors** \_\_\_\_\_ **Adults** \_\_\_\_\_

**Event Financial Information**

**Income**

Registration Fee per Girl \$ \_\_\_\_\_ x Number of Girls \_\_\_\_\_ = \$ \_\_\_\_\_

Registration Fee per Adult \$ \_\_\_\_\_ x Number of Adults \_\_\_\_\_ = \$ \_\_\_\_\_

Other Cash income \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL INCOME** \$ \_\_\_\_\_

**Expenses**

Printing \$ \_\_\_\_\_

Program Supplies (exhibits, films, art materials, etc.) \$ \_\_\_\_\_

Telephone \$ \_\_\_\_\_

Rent (space/facility) \$ \_\_\_\_\_

Fees and Wages (speakers, consultants, lifeguards, etc.) \$ \_\_\_\_\_

Transportation \$ \_\_\_\_\_

Food \$ \_\_\_\_\_

Insurance \$ \_\_\_\_\_

Patches/T-Shirts \$ \_\_\_\_\_

Other \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL EXPENSES** \$ \_\_\_\_\_

**TOTAL EVENT PROFIT** \$ \_\_\_\_\_ **or DEFICIT** \$ \_\_\_\_\_

If there was a balance, how was the extra money used? \_\_\_\_\_

If there was a deficit, how was that met? \_\_\_\_\_

Signature of Event Chairperson \_\_\_\_\_ Date \_\_\_\_\_

Signature of SU Event Coordinator \_\_\_\_\_ Date \_\_\_\_\_

Signature of ST Manager \_\_\_\_\_ Date \_\_\_\_\_

