

ARE – SOUTHEAST REGION PROGRAM/RETREAT FINANCIAL REPORT

Program Title: _____

Speaker(s): _____ SSN/TIN _____

Date(s) _____ Location: _____

Program Coordinator: _____ Attendance: _____

INCOME:

Tuition \$ _____

Book Sales \$ _____

Product Sales \$ _____

Astro Chart Sales \$ _____

Auction Income \$ _____

Other Income \$ _____

Description: _____

\$ _____

Description: _____

Total Income \$ _____

EXPENSES

Honorarium \$ _____

Travel \$ _____

Accommodations \$ _____

Facility Rent \$ _____

Postage \$ _____

Printing \$ _____

Supplies \$ _____

List: _____

Other Expenses \$ _____

Amount sent to Region Bookstore Manager

\$ _____

Description: _____

\$ _____

Description: _____

Total Expenses \$ _____

PROFIT (LOSS) \$ _____

INSTRUCTIONS

For Form 1099 purposes we need the speaker's address and, if any, his organization:

Organization: _____

Street Address: _____

City, State & Zip: _____

SSN/TIN is Social Security Number or Tax Identification Number (if an organization)

Expenses paid by the region are not to be included in this report.

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