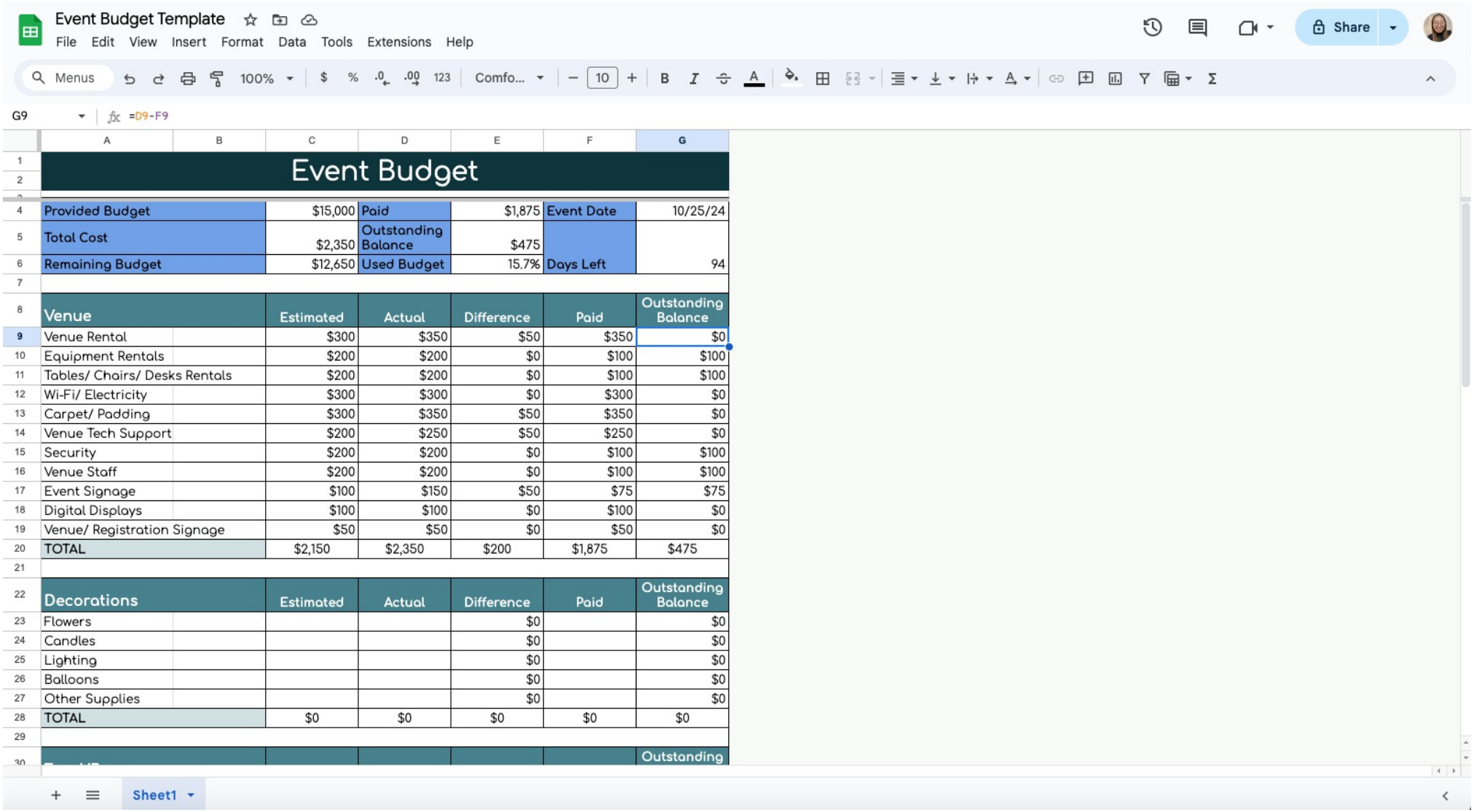


Event Budget Template

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Event Budget

Provided Budget	$15,000	Paid	$1,875	Event Date	10/25/24
Total Cost	$2,350	Outstanding Balance	$475		
Remaining Budget	$12,650	Used Budget	15.7%	Days Left	94

Venue	Estimated	Actual	Difference	Paid	Outstanding Balance
Venue Rental	$300	$350	$50	$350	$0
Equipment Rentals	$200	$200	$0	$100	$100
Tables/ Chairs/ Desks Rentals	$200	$200	$0	$100	$100
Wi-Fi/ Electricity	$300	$300	$0	$300	$0
Carpet/ Padding	$300	$350	$50	$350	$0
Venue Tech Support	$200	$250	$50	$250	$0
Security	$200	$200	$0	$100	$100
Venue Staff	$200	$200	$0	$100	$100
Event Signage	$100	$150	$50	$75	$75
Digital Displays	$100	$100	$0	$100	$0
Venue/ Registration Signage	$50	$50	$0	$50	$0
TOTAL	$2,150	$2,350	$200	$1,875	$475

Decorations	Estimated	Actual	Difference	Paid	Outstanding Balance
Flowers			$0		$0
Candles			$0		$0
Lighting			$0		$0
Balloons			$0		$0
Other Supplies			$0		$0
TOTAL	$0	$0	$0	$0	$0

					Outstanding

Sheet1