

MEET FINANCIAL REPORT

The purpose of this report is to allow New England Swimming to compile cost and income averages to properly set fees and surcharges such that clubs can run meets at a profit. Submission of financial information is required within 45 days of the meet by USA Swimming rule 341.3(8).

CLUB: _____ MEET DATES: _____

Facility: _____

Number of lanes: _____ Numbers of sessions: _____

Did you exceed: 4 hours/session? _____ Number of sessions: _____

INCOME:

Paid entries

1. Individual entries: _____ @ \$ _____ each = \$ _____

2. Swimmer Participation Fee _____ @ \$ _____ each = \$ _____

3. Relay entries: _____ @ \$ _____ each = \$ _____

4. Time trials: _____ @ \$ _____ each = \$ _____

5. Admissions: _____ @ \$ _____ each = \$ _____

6. Programs: _____ @ \$ _____ each = \$ _____

7. Food concession: (cash income less actual club expenses) \$ _____

8. Other concessions: (cash income less actual club expenses) \$ _____

9. Other income: (please explain) \$ _____

10. Baseline meet income: (add lines 1—9) \$ _____

Additional income:

11. Program advertising: \$ _____

12. Donations: cash: \$ _____

13. Donations: other: \$ _____

14. Total additional income: (add lines 11—13): \$ _____

15. TOTAL INCOME: (add lines 10 and 14) \$ _____

16. TOTAL EXPENSES: (from line 32 on the back) \$ _____

17. NET PROFIT (LOSS) FROM MEET \$ _____

18. If eligible, subsidy expected from New England Swimming \$ _____

19. TOTAL PROFIT (LOSS) FROM MEET \$ _____

Report submitted by: _____

Date: _____

EXPENSES:

20. Facility rental: (include cost of hired personnel) \$ _____
21. Timing system: (include cost of hired personnel) \$ _____
22. Other hired personnel: (please explain) \$ _____

23. Printing: \$ _____
24. Office supplies, postage and telephone: \$ _____

Awards:
25. Ribbons \$ _____
26. Medals \$ _____
27. Other (please explain) \$ _____

28. Refreshments for officials, timers, coaches: \$ _____

29. New England sanction fee: \$ _____
30. New England surcharges: For "end of season" meets, see line 33 below.
For all other meets: Total number of individual entries including your
club's (excluding events 400 and longer and trials & finals meets).
Total number of individual entries _____ @ \$.75 each \$ _____

31. Other expenses: (please explain) \$ _____

32. TOTAL EXPENSES: (add lines 19—28) (also enter on line 15) \$ _____

OTHER:

33. For "end of season" meets list total amount of \$2 surcharge fees forwarded to NE. \$ _____

34. Please explain any special circumstances that had an effect on line 15 (total income) or line 32 (total expenses).

May 2008