

**SUGGESTED FORM FOR FINANCIAL REPORT OF ENTERTAINING CHAPTERS**

FINANCIAL REPORT OF EPSILON PROVINCE CONVENTION 2022

(Chapter name)

(Date)

(City)

Xi Phi

10/24/22

Marissa, IL

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Total Convention Summary

Total Receipts:

|                 |                    |                    |
|-----------------|--------------------|--------------------|
| Mixer           | <u>\$ 1,037.00</u> |                    |
| Luncheon        | <u>\$ 2,774.00</u> |                    |
| Banquet         | <u>\$ 3,740.00</u> |                    |
| Breakfast       | <u>\$ 290.00</u>   |                    |
| General Expense | <u>\$ 395.00</u>   | <u>\$ 8,236.00</u> |

Total Disbursements

|                 |                    |                    |
|-----------------|--------------------|--------------------|
| Mixer           | <u>\$ 424.97</u>   |                    |
| Luncheon        | <u>\$ 2,611.45</u> |                    |
| Banquet         | <u>\$ 3,542.57</u> |                    |
| Breakfast       | <u>\$ 106.64</u>   |                    |
| General Expense | <u>\$ 636.24</u>   | <u>\$ 7,321.87</u> |

Total Profit (Loss) \$ 914.13

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MIXER

Receipts

( 61 ) Tickets @ \$ 17.00 \$ 1,037.00

Disbursements

|             |                  |                  |
|-------------|------------------|------------------|
| Food        | <u>\$ 85.10</u>  |                  |
| Bartender   | <u>\$ 169.67</u> |                  |
| Decorations | <u>\$ 170.20</u> | <u>\$ 424.97</u> |

Profit (Loss) \$ 612.03

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LUNCHEON

Receipts

( 73 ) Tickets @ \$ 38.00 \$ 2,774.00

Disbursements

|      |                    |                    |
|------|--------------------|--------------------|
| Food | <u>\$ 2,611.45</u> | <u>\$ 2,611.45</u> |
|------|--------------------|--------------------|

Profit (Loss) \$ 162.55

**SUGGESTED FORM FOR FINANCIAL REPORT OF ENTERTAINING CHAPTERS - (cont.)**

**BANQUET**

Receipts

|        |           |                 |                    |                    |
|--------|-----------|-----------------|--------------------|--------------------|
| ( 52 ) | Tickets @ | <u>\$ 50.00</u> | <u>\$ 2,600.00</u> |                    |
| ( 20 ) | Tickets @ | <u>\$ 57.00</u> | <u>\$ 1,140.00</u> | <u>\$ 3,740.00</u> |

Disbursements

|           |                    |                    |
|-----------|--------------------|--------------------|
| Food      | <u>\$ 3,372.90</u> |                    |
| Bartender | <u>\$ 169.67</u>   | <u>\$ 3,542.57</u> |

Profit (Loss) \$ 197.43

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**BREAKFAST**

Receipts

|        |           |                 |                  |
|--------|-----------|-----------------|------------------|
| ( 29 ) | Tickets @ | <u>\$ 10.00</u> | <u>\$ 290.00</u> |
|--------|-----------|-----------------|------------------|

Disbursements

|                  |                  |                  |
|------------------|------------------|------------------|
| Food             | <u>\$ 106.64</u> |                  |
| Centerpieces     | _____            |                  |
| Favors           | _____            |                  |
| Other (Programs) | _____            | <u>\$ 106.64</u> |

Profit (Loss) \$ 183.36

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**GENERAL EXPENSE**

Receipts

|        |                        |                  |                  |
|--------|------------------------|------------------|------------------|
|        | Registration Fee       |                  |                  |
| ( 15 ) | Delegates @ \$5.00     | <u>\$ 75.00</u>  |                  |
| ( 64 ) | Non-Delegates @ \$5.00 | <u>\$ 320.00</u> | <u>\$ 395.00</u> |

Disbursements

|                         |                  |                  |
|-------------------------|------------------|------------------|
| Stationery              | \$ _____         |                  |
| Postage                 | _____            |                  |
| Badges & Ribbons        | _____            |                  |
| Printing                | _____            |                  |
| Flowers                 | _____            |                  |
| Paraphernalia (Candles) | _____            |                  |
| Convention Programs     | _____            |                  |
| Meeting Room Charges    | <u>\$ 636.24</u> |                  |
| Telephone               | _____            |                  |
| Tickets                 | _____            |                  |
| Other                   | _____            | <u>\$ 636.24</u> |

Profit (Loss) (\$ 241.24)

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Receipts

|                                    |                    |                    |
|------------------------------------|--------------------|--------------------|
| Raffle                             | <u>\$ 1,753.00</u> |                    |
| Sale of Centerpieces and/or Favors | <u>\$ 297.00</u>   | <u>\$ 2,050.00</u> |

## PHILANTHROPY REPORT SUMMARY 2021-2022

|  |              |
|--|--------------|
| Number of chapters in Province                 | 13           |
| Number of chapters in Province reporting       | 13           |
| Number of chapters not reporting               | 0            |
| Number of active members in Province reporting | 231          |
| Total Philanthropy Dollars                     | \$138,877.69 |
| Total Volunteer Service Hours                  | 22,592       |

Total Province Membership reporting as of 6/1/2021 231

Philanthropy Awards for **contributions to philanthropic projects** – top 5 chapters.

| Place | Chapter – City              | Amount      |
|-------|-----------------------------|-------------|
| 5.    | Delta Kappa – Anna, IL      | \$12,704.04 |
| 4.    | Zeta Upsilon – Seneca, IL   | \$14,764.55 |
| 3.    | Beta Xi – Lawrenceville, IL | \$22,044.17 |
| 2.    | Omicron Psi – Red Bud, IL   | \$22,290.48 |
| 1.    | Xi Phi – Marissa, IL        | \$28,162.17 |

Philanthropy Awards – top 5 chapters per capita

| Place | Chapter – City                     | Amount     |
|-------|------------------------------------|------------|
| 5.    | Epsilon Lambda – Pinckneyville, IL | \$586.05   |
| 4.    | Xi Phi – Marissa, IL               | \$782.28   |
| 3.    | Delta Kappa – Anna, IL             | \$846.94   |
| 2.    | Beta Xi – Lawrenceville, IL        | \$1,692.63 |
| 1.    | Omicron Psi – Red Bud, IL          | \$2,026.41 |

Philanthropy Awards for **philanthropy hours** – top 5 chapters

| Place | Chapter – City                     | Hours    |
|-------|------------------------------------|----------|
| 5.    | Zeta Upsilon – Seneca, IL          | 2,142.00 |
| 4.    | Gamma Upsilon – West Frankfort, IL | 2,319.00 |
| 3.    | Zeta Theta – Pana, IL              | 3,007.25 |
| 2.    | Omicron Alpha – Woodlawn, IL       | 3,445.00 |
| 1.    | Omicron Pi – Bethel, MO            | 3,504.00 |

Philanthropy Awards – top 5 chapters per capita

| Place | Chapter – City                     | Hours  |
|-------|------------------------------------|--------|
| 5.    | Gamma Upsilon – West Frankfort, IL | 85.89  |
| 4.    | Omicron Pi – Bethel, MO            | 146.00 |
| 3.    | Beta Xi – Lawrenceville, IL        | 154.85 |
| 2.    | Zeta Theta – Pana, IL              | 158.28 |
| 1.    | Omicron Alpha – Woodlawn, IL       | 191.39 |