

**FLORIDA HIGH SCHOOL STATE CHAMPIONSHIP EVENT
PRELIMINARY BUDGET WORKSHEET – TICKETED EVENT
VENUE HOST PROPOSAL**

Event: Florida High School Cross Country State Championships Year(s): 2019-2021

Host Organization: _____

Estimated REVENUES

- | | |
|---|---------------------|
| 1. Estimated Event Ticket Sales | \$ <u>35,000.00</u> |
| 2. Special Ticket package sales (attach explanation) | \$ _____ |
| 3. Grants from tourism and visitors bureaus, local government | \$ _____ |
| 4. Corporate support from local contributors | \$ _____ |
| 5. Hotel Motel Association support (donation or commissions) | \$ _____ |
| 6. Proceeds from food and beverage concessions | \$ _____ |
| 7. Proceeds from Parking fees (_____ cars @ \$ _____ each) | \$ _____ |
| 8. Donations | \$ _____ |
| 9. Other (specify): _____ | \$ _____ |

10. TOTAL PROJECTED EVENT REVENUE (lines 1 through 9)

\$

Estimated EXPENSES

- | | |
|---|----------|
| 11. Facility | |
| a. Rental of facility (i.e. courses, courts, stadiums) | \$ _____ |
| b. Facility Preparation | \$ _____ |
| c. Other rentals (i.e. temp restrooms, bleachers, etc.) | \$ _____ |
| 12. Equipment and Supplies | |
| a. Ticket stock (see below if using ticket service) | \$ _____ |
| b. Field/court markings (paint/tape) | \$ _____ |
| c. Floor covering | \$ _____ |
| d. Pipe and drape, or other facility decoration and signage | \$ _____ |
| e. Table covering and skirting | \$ _____ |
| f. General materials/ office supplies | \$ _____ |

13. Personnel & Services: *Enter estimated cost, or the word "no cost" if covering the need with local volunteers, or "N/A" if not providing the type of personnel or service listed*

- | | |
|---|----------|
| a. Ticketing Service Contractor fees/commission | \$ _____ |
| b. Event manager | \$ _____ |
| c. Public address announcer | \$ _____ |
| d. Official scorer(s) | \$ _____ |
| e. Official timer(s) | \$ _____ |
| f. Statistical crew | \$ _____ |
| g. Scoreboard operator(s) | \$ _____ |
| h. Ticket sellers(s) and taker(s) | \$ _____ |
| i. Ushers | \$ _____ |
| j. Non-uniformed security | \$ _____ |
| k. Uniformed law enforcement | \$ _____ |
| l. Clerical | \$ _____ |
| m. Custodial | \$ _____ |
| n. Grounds maintenance worker(s) | \$ _____ |
| o. Technical worker(s) | \$ _____ |
| p. General event staff | \$ _____ |

