

## AMOS Event Summary Report

**Event:** \_\_\_\_\_  
**Event Coordinator:** \_\_\_\_\_ **Event Date:** \_\_\_\_\_

<b>AMOS Advance</b>		\$	Line 1
<b>Expenses Paid with AMOS Advance or Personal Funds:</b> <i>Attach receipts to this summary.</i>			
	\$		Line 2
	\$		Line 3
	\$		Line 4
	\$		Line 5
	\$		Line 6
<i>If continuation sheet used, enter subtotal on this line.</i>	\$		Line 7
Total Expenses Paid with AMOS Advance or Personal Funds: (Add Lines 2-7)		\$	Line 8
AMOS Advance Not Used (Line 1 less Line 8) <i>Event Coordinator will provide Treasurer with personal check or cash for AMOS advance not used. If negative amount, Treasurer will provide Coordinator with check for personal funds used.</i>		\$	Line 9

<b>Event Cash:</b>			
Cash Collected -	\$		Line 10
Cash Collected -	\$		Line 11
Cash Collected -	\$		Line 12
Total Event Cash Collected (Add Lines 10 through 12)		\$	Line 13

<b>Expenses Paid with Event Cash:</b> <i>Attach receipts to this summary.</i>			
	\$		Line 14
	\$		Line 15
	\$		Line 16
<i>If continuation sheet used, enter subtotal on this line.</i>	\$		Line 17
Total Expenses Paid with Event Cash: (Add Lines 14-18)		\$	Line 18

<b>Event Cash Submitted to Treasurer:</b> (Line 13 minus Line 18). <i>If negative amount, Treasurer will provide a check to the event coordinator for the amount.</i>		\$	Line 19
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<b>Checks Received From Event:</b> <i>Place checks in envelope and attach to this form.</i>		\$	Line 20
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<b>Expenses Paid with AMOS Check:</b>			
	\$		Line 21
	\$		Line 22
	\$		Line 23
<i>If continuation sheet used, enter subtotal on this line.</i>	\$		Line 24
Total Expenses Paid with AMOS Check: (Add Lines 21-24)		\$	Line 25

<b>Net Proceeds from Event</b>			
Total Revenue from Event: (Add Line 13 and Line 20)	\$		Line 26
Total Expense for Event: (Add Line 8, Line 18, and 25)	\$		Line 27
Net Proceeds (Line 26 minus Line 27) <i>If negative amount, the event incurred a loss.</i>	\$		Line 28

Event Coordinator Signature: \_\_\_\_\_ Date \_\_\_\_\_

*Instructions: Provide completed form and attachments to Treasurer.*

*Version 5-26-2013*