

University Union Board Budget Request Form

Chairperson: Danielle Bartman		Event: Matt the Knife		Event Date: Sept. 16th		Date Approved: yes	
Budget Item	Estimated Cost	Actual Cost	Reconciled Difference				
Performance Fee	\$0.00	\$0.00	\$0.00				
Headliner Artist	\$0.00		\$0.00				
Other Artist 1			\$0.00				
Other Artist 2			\$0.00				
(Middle) Agent Fee			\$0.00				
OTHER Performance Fee			\$0.00				
Production/Technical Fees	\$200.00	\$0.00	\$200.00				
WESTEC	\$200.00		\$200.00				
Outside Company			\$0.00				
Technical Labor			\$0.00				
Hospitality	\$95.00	\$0.00	\$95.00				
University Hotel	\$65.00		\$65.00				
Other Hotel			\$0.00				
Parking Services			\$0.00				
Sodexo Services			\$0.00				
Catering & Talent Riders	\$30.00		\$30.00				
Transportation	\$250.00	\$0.00	\$250.00				
Publicity/Marketing	\$200.00	\$0.00	\$200.00				
Radio Stations			\$0.00				
TV Ads/Announcements			\$0.00				
Western Courier			\$0.00				
Macomb Eagle			\$0.00				
Other Newspaper			\$0.00				
Copy/Print Services							
Flyers	\$50.00		\$50.00				
Posters	\$100.00		\$100.00				
Handbills			\$0.00				
Table Tents	\$50.00		\$50.00				
Misc. Copies			\$0.00				
Supplies	\$0.00	\$0.00	\$0.00				
Misc. Services	\$80.00	\$0.00	\$80.00				
Security - Concert Safety			\$0.00				
Security - OPS			\$0.00				
Electrician	\$80.00		\$80.00				
Rentals			\$0.00				
Total Overtime Hrs.			\$0.00				
TOTAL	\$825.00	\$0.00	\$825.00				
Revenue	\$0.00	\$0.00	\$0.00				
Ticket sales			\$0.00				
Other Sales			\$0.00				
Donations			\$0.00				

FOR OFFICE USE ONLY

TREASURER SIGNATURE:

DATE FILED: