

FORT FUND FINANCIAL REPORT FORM

NAME OF PERSON PREPARING THIS REPORT: _____

Tier #1 Recipients Only:
Please check appropriate

ADDRESS: _____ DAYTIME PHONE: _____

Mid-year Report

NAME OF ORGANIZATION: _____

Final Report

NAME OF EVENT: _____

DATE OF EVENT: _____ ESTIMATED ATTENDANCE: _____

	<u>EXPENSES</u>		<u>REVENUES</u>	
	<u>PROJECTED</u>	<u>ACTUAL</u>	<u>PROJECTED</u>	<u>ACTUAL</u>
FEEES FOR SPEAKERS/ PERFORMERS:	\$ _____	_____	ADMISSION CHARGES/ TICKETS: \$ _____	_____
TECHNICAL/ _____	_____	_____	CONCESSIONS: _____	_____
PRODUCTION COSTS:	_____	_____	ADVERTISING SALES: _____	_____
SPACE RENTAL:	_____	_____	GRANTS (List):	_____
TRAVEL:	_____	_____	<u>Fort Fund</u> _____	_____
MARKETING/PUBLICITY: _____	_____	_____	_____	_____
OTHER (List):	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
TOTAL CASH EXPENSES: _____	_____	_____	TOTAL CASH REVENUES: _____	_____

TOTAL PROFIT/LOSS FOR EVENT: \$ _____

IN-KIND CONTRIBUTIONS RECEIVED (IF APPLICABLE)

FEEES FOR SPEAKERS/PERFORMERS: \$ _____
 TECHNICAL/PRODUCTION COSTS: _____
 SPACE RENTAL: _____
 TRAVEL: _____
 MARKETING/PUBLICITY _____
 OTHER (List): _____

WAS THE FORT FUND LOGO USED
 IN ALL PUBLICITY FOR THIS EVENT?
 _____ YES _____ NO
 (Please provide examples)

IF THE FORT FUND LOGO WAS NOT
 USED, PLEASE EXPLAIN WHY:

TOTAL IN-KIND CONTRIBUTIONS: _____

THE UNDERSIGNED HEREBY CERTIFIES AND REPRESENTS THAT TO THE BEST OF THEIR KNOWLEDGE THE FOREGOING INFORMATION IS TRUE AND COMPLETE, AND ACKNOWLEDGES THAT THE CITY OF FORT COLLINS MAY REASONABLY RELY ON THIS INFORMATION IN TAKING ANY AND ALL FURTHER ACTIONS IN CONNECTION WITH THE SUBJECT CONTRACT AND ANY FUTURE APPLICATIONS FOR FORT FUND FUNDS, PROJECTS OR CONTRACTS OF THE CONTRACTOR OR RELATED PERSONS OR ORGANIZATIONS.

BY: _____ TITLE: _____