

Sample PETS #2 Budget vs Actual
1 July 2018-June 30 2019

	2019 Actual	2019 Budget	2020 Budget	
Income				
District Dues	\$6,000.00	\$6,000.00	\$6,000.00	(2 districts x \$300)
PE Registrations	\$12,750.00	\$12,750.00	\$12,625.00	(101 PE's x \$125)
Other Registrations	\$4,120.00	\$6,000.00	\$4,500.00	(36 x \$125)
Total Income	\$22,870.00	\$24,750.00	\$23,125.00	
Expenses				
Curriculum				
Printing	\$277.99	\$500.00	\$500.00	
Publications		\$25.00	\$100.00	(letters sent)
Other (Gift Cards)	\$150.00	\$0.00		(non-Rotarian Gift)
Meeting Expenses				
Marriott Total	\$15,817.60	\$16,000.00	\$16,800.00	
Speaker (includes Honoraria)	\$1,949.11	\$5,000.00	\$5,000.00	
Other Expense				
Website	\$29.00	\$29.00	\$31.16	
Bank Charges	\$0.00	\$100.00	\$100.00	(credit card fees)
MDP Alliance Dues	\$160.00	\$160.00	\$160.00	
MDP Alliance Travel	\$1,912.23	\$1,500.00	\$2,500.00	
Door Prizes			\$150.00	
MISC			\$300.00	
Total Expenses	\$20,295.93	\$23,314.00	\$25,641.16	
Net Income	\$2,574.07	\$1,436.00	-\$2,516.16	
Current Account Balance (minus outstanding payables)	\$14,900.05			
Assumed income (dues, registrations)	\$18,500.00			
Expected Available Operating Budget	\$33,400.05			

Sample PETS #2

Budget included:

Hotel (catering/rooms/AV)
Speakers (Speaker fee/Travel/lodging)
Gifts
Registration for Facilitators

Potential Costs:

Cancellation Insurance
Thursday Evening Welcome

Registration includes:

2 breakfasts
1 lunch
1 dinner
3 coffee breaks
*Thursday evening is an additional expense
**spouses or Rotarians can pay for individual meals

Savings

Hotel allows us to bring in projectors/flip charts/extension cords/Tripods
Not charged to hang banners or tables in common area
Do not have to lock in numbers until 3 days before
No minimum for bartender
No Parking fees