

General AS Budget Template

Name of Event: NCSL Fall Conference

Sponsoring Org: Board of Directors

Anticipated Event Date: November 19-23

Location: Orlando Florida

	Anticipated Expenses		Actual Expenses (complete after event)
Conference/Event Registration	\$1,178.00	589 each	
Food	\$204.00	56 per diem	
Lodging	\$892.00	101 per diem	
Arifare	\$1,000.00		
Private Vehicle	\$116.48	.56 per mile	
Shuttle (from airport to hotel)	\$64.00		
Other			
Expected Donations	(\$1,100.00)		
Other			
TOTAL	\$2,354.48		\$0.00

Bham to Sea-Tac 104 miles 58.76
 223 night (including tax) (4 night stay)
 Low 332 high 500~ per ticket
 32 (in advance) shuttle per person
 4 meals needed