

# Arkansas School Band and Orchestra Association



**REGION \_\_\_\_\_ FINANCIAL REPORT FOR REGION SOLO-ENSEMBLE ASSESSMENT**

**DATE \_\_\_\_\_**

**TOTAL RECEIPTS \$ \_\_\_\_\_**

**EXTENSION \$ \_\_\_\_\_**

**EXPENSES**

Judge's Honorariums..... \$ \_\_\_\_\_

Judge's Travel..... \$ \_\_\_\_\_

Hotel/Motel (Host responsible for room only)..... \$ \_\_\_\_\_

Meals (\$15.00 per judge per day maximum)..... \$ \_\_\_\_\_

Host School Expenses..... \$ \_\_\_\_\_

\* Number 1<sup>st</sup> Division Medals \_\_\_\_\_ @ \$ 1.27 \$ \_\_\_\_\_

\* Number 2<sup>nd</sup> Division Medals \_\_\_\_\_ @ \$1.27 \$ \_\_\_\_\_

\* The amount for medals is to be sent immediately to the ASBOA Office.  
Also, send all unused medals to the ASBOA Office.

**(Must attach receipts for all expenses over \$10.00)**

**TOTAL EXPENSES \$ \_\_\_\_\_**

**EXTENSION \$ \_\_\_\_\_**

**BALANCE \$ \_\_\_\_\_**

<p>After expenses, all money is to be sent to: Solo-Ensemble Host or Region Treasurer.</p> <p>Combine the balances of Region Concert Assessment and Solo-Ensemble Assessments: 1 – SEND ½ to ASBOA 2 – Divide the remainder of the balance between: Solo-Ensemble Host(s) and Concert Assessment Host(s)</p> <p>*If the concert host did not have students participate in the solo-ensemble event, they forfeit their ¼ to the ASBOA office.</p>	<p>ASBOA Office PO Box 6227 Russellville, AR 72801</p> <p>For parcels that need a physical address: ATU Young Building 215 West "O" ST Russellville, AR 72801</p> <p>PH: 479-498-6059 FAX: 479-498-6063 julia.reynolds@atu.edu</p>
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\* Fees for school security are allowable expenses for ASBOA events if required by school administration. A signed receipt for such services must accompany the financial report.

\* When paperwork and/or funds are not received 30 days after the event, the building administrator of the director(s) responsible will be notified.