

# ACTIVITY COST ESTIMATE REPORT

## JUG & MUG SKI CLUB

### Section I - ACTIVITY INFORMATION:

Name or Title of Activity	
Location	
Date(s) of Activity	Time(s) of Activity
Name of Chairperson	Name of Co-Chairperson
Phone Number of Chairperson	Phone Number of Co-Chairperson
E-Mail of Chairperson	E-Mail of Co-Chairperson
This activity will include the following:	
Each participant will be responsible to cover their own expenses for:	
Cancellation Date for Attendees (brief comments)	Last date for Signing up. (brief comments)
Amount Required to Hold Reservations	Is a copy of any Contract(s) Attached?

### Section II - COST ESTIMATE PER PERSON (Including Chair Positions): *(Total of each item and enter in Section IV, Item 1)* *Fill in only those expenses that are included in activity.*

<b>Meals:</b> Breakfast	Lunch	Dinner	Refreshments	Welcome Party / Snacks
<b>Transportation:</b> Air	Car	Bus	Train	Boat
<b>Lodging:</b> Single	Double	Triple	Quad	
Ski Passes	Other(s)	Explain Other(s)		

### Section III - FLAT RATE COST ESTIMATE PER EVENT: *(Total of each item and enter in Section IV, Item 2)* *Fill in only those expenses that are included in the activity.*

Printed Flyers	Trip Chairs (\$150 max.)	DJ / Music	Lessons (Dance, ski, etc.)
Rental or Lease	Explain: (equipment, canoes, skating rink, meeting rooms, etc.)		
Additional Per Event Costs	Explain:		

### Section IV - ACTIVITY COST ESTIMATE CALCULATIONS:

1. Total per Person Cost	2. Total Flat Rate Cost	3. Minimum no. of participants	4. Maximum no. accepted	5. Total est. participants
<b>6. Proposed Cost per MEMBER:</b> (Line 2 / Line 5) + Line 1			<b>7. Proposed Cost per GUEST:</b> Line 6 + 15%, but not more than \$32 (cost of membership)	