|  |
| --- |
| **Event Description** |
| **Event Location** |  |
| **Event Date** |  |
| **Event Leader** |  |
| **Number of Complimentary Rounds Provided by Golf course** |  |
| **Participant Information** |
| **Number of Participants**  |  |
| **Number of Participants Paid via check or cash at course** |  |
| **Actual Costs Paid By Event Leader (Receipts Must Be Presented)** |
| **Amount Paid for Greens Fees at Course**  |  |
| **Snacks** |  |
| **Misc expense** |  |
| **Event Leader Fee (if paid on website)** |  |
|  |  |
| **Date Submitted by Event Leader** |  |
| **TOTAL REIMBURSEMENT TO LEADER** |  |
|  |  |
| **EVENT LEADER PAID BY TREASURER (Date/Ck #/Amt)** |  |

**Event Leader submits form to VGC Treasurer: Susan Mathews, 2053 Watson Terrace, The Villages, FL 32162 or susanmathews111@gmail.com.**

**Treasurer will attach the list of prize money winner(s) to this form and retain for club records.**

|  |
| --- |
| **FOR TREASURER USE ONLY** |
| **Revenue for Event** |  |
| **Amount paid to Golf Club** |  |
| **Leader Reimbursement** |  |
| **Prize Money Paid Out** |  |
| **Cost of Snacks** |  |
| **WIX Fee** |  |
| **Paypal Fee** |  |
| **Misc Cost** |  |
|  |  |
| **NET PROFIT/LOSS OF EVENT** |