The McNelly Training
Event Budget Envelope.pdf

- EVENT BUDGET -

Date of Event: _____

1. Ticket Cost (price per ticket)	$ _____	
X # of Tickets	_____	
= Total Ticket Cost	_____	
2. Hotel Cost (price for 1 night)	$ _____	
X # of Nights	_____	
= Total Hotel Cost	_____	
3. Gas Cost (price for full tank/tickets) or AirFare	$ _____	
X # of Tanks or Tickets	_____	
= Total Gas/Airfare Cost	_____	
4. Food Cost (price per meal)	$ _____	
X # of Meals	_____	
= Total Food Cost	_____	
5. Misc. Cost (Ubers, Tips,etc...)	$ _____	
TOTAL COST (1+2+3+4+5 =Total)	$ _____	
(Divided by) # Weeks till event	_____	
Amount to put in this envelope each week	$ _____	

❑ Asked off from Work for Above Dates ?
❑ Have Child Care Setup for the Above Dates ?
❑ Misc _____

- EVENT BUDGET -

Date of Event: _____

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1. Ticket Cost (price per ticket) $ _____

     X # of Tickets   _____

    = Total Ticket Cost   _____

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2. Hotel Cost (price for 1 night) $ _____

     X # of Nights   _____

    = Total Hotel Cost   _____

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3. Gas Cost (price for full tank/tickets)
 or AirFare $ _____

   X # of Tanks or Tickets   _____

   = Total Gas/Airfare Cost   _____

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4. Food Cost (price per meal) $ _____

     X # of Meals   _____

    = Total Food Cost   _____

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5. Misc. Cost (Ubers, Tips, etc...) $ _____

TOTAL COST (1+2+3+4+5 =Total) $ _____

(Divided by) # Weeks till event   _____

Amount to put in this envelope each week $ _____

☐ Asked off from Work for Above Dates ?

☐ Have Child Care Setup for the Above Dates ?

☐ Misc. _____