

**SPECIAL OLYMPICS MANITOBA  
Competition Post-event Form**

Name of Event \_\_\_\_\_

Date of Event: \_\_\_\_\_

Hosting Club \_\_\_\_\_ Contact: \_\_\_\_\_

**BUDGET:**

| <u>EXPENSES</u>           | <u>PROJECTED</u> | <u>ACTUAL</u> |
|---------------------------|------------------|---------------|
| Facility                  | _____            | _____         |
| Equipment                 | _____            | _____         |
| Officials                 | _____            | _____         |
| Publicity                 | _____            | _____         |
| Awards                    | _____            | _____         |
| Medical                   | _____            | _____         |
| Banquet                   | _____            | _____         |
| Administration: photocopy | _____            | _____         |
| Postage                   | _____            | _____         |
| Telephone                 | _____            | _____         |
| _____                     | _____            | _____         |
| _____                     | _____            | _____         |
| _____                     | _____            | _____         |
| _____                     | _____            | _____         |
| <b>TOTAL EXPENSES:</b>    | <u>_____</u>     | <u>_____</u>  |

| <b>REVENUE:</b>        | <b>PROJECTED</b> | <b>ACTUAL</b> |
|------------------------|------------------|---------------|
| Participant fees       | _____            | _____         |
| Sponsorship            | _____            | _____         |
| Fundraising            | _____            | _____         |
| _____                  | _____            | _____         |
| _____                  | _____            | _____         |
| _____                  | _____            | _____         |
| _____                  | _____            | _____         |
| <b>TOTAL REVENUE</b>   | =====            | =====         |
| <b>SURPLUS\DEFICIT</b> | =====            | =====         |

Surplus to be credited to your club/regional account: YES \_\_\_\_\_ NO \_\_\_\_\_

THIS FORM MUST BE ACCOMPANIED BY ALL ORIGINAL RECEIPTS AND SURPLUS DOLLARS AND SENT TO SOM WITHIN 2 WEEKS OF THE DATE OF YOUR EVENT. DO NOT SEND CASH THROUGH THE MAIL.

THIS FORM MUST ALSO BE ACCOMPANIED BY THE FOLLOWING:

1. FINAL RESULTS (2 SETS)
2. COACHES EVALUATIONS

IN ADDITION, ALL CLUBS ATTENDING THE MEET MUST RECEIVE COPIES OF THE RESULTS WITHIN 2 WEEKS OF THE EVENT.