

Festival/event

Budget/Cashflow Template

2.4

| Festival/Event: | | Months | | | | | | | | | | | | |
|--------------------------------------|---------------|--------|---|---|---|---|---|---|---|---|----|----|----|--------------|
| | Budget | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | TOTAL |
| INCOME | | | | | | | | | | | | | | |
| Admissions/Ticket sales | | | | | | | | | | | | | | |
| Food & Drink | | | | | | | | | | | | | | |
| Fees - concessionaires/stall holders | | | | | | | | | | | | | | |
| Fees - broadcasting | | | | | | | | | | | | | | |
| Merchandising Sales | | | | | | | | | | | | | | |
| Sponsorship | | | | | | | | | | | | | | |
| Bank Interest | | | | | | | | | | | | | | |
| Fundraising | | | | | | | | | | | | | | |
| Other Income, eg. Grants | | | | | | | | | | | | | | |
| A. TOTAL | | | | | | | | | | | | | | |
| EXPENDITURE | | | | | | | | | | | | | | |
| Stocks - Food | | | | | | | | | | | | | | |
| Drink | | | | | | | | | | | | | | |
| Shop | | | | | | | | | | | | | | |
| Salaries Wages & NIC | | | | | | | | | | | | | | |
| Venue Hire/rent | | | | | | | | | | | | | | |
| Insurance | | | | | | | | | | | | | | |
| Heating/Lighting | | | | | | | | | | | | | | |
| Maintenance/Cleaning | | | | | | | | | | | | | | |
| Postage & Stationery | | | | | | | | | | | | | | |
| Marketing/PR | | | | | | | | | | | | | | |
| Telephone | | | | | | | | | | | | | | |
| Travelling/Motor Expenses | | | | | | | | | | | | | | |
| Fees - Accountancy etc | | | | | | | | | | | | | | |
| Bank Charges | | | | | | | | | | | | | | |
| Entertainers/Speakers Fees | | | | | | | | | | | | | | |
| Equipment Hire | | | | | | | | | | | | | | |
| Signs | | | | | | | | | | | | | | |
| Print/Badges | | | | | | | | | | | | | | |
| Security | | | | | | | | | | | | | | |
| Licences/Permits | | | | | | | | | | | | | | |
| Contingency | | | | | | | | | | | | | | |
| B. TOTAL | | | | | | | | | | | | | | |
| C Movements (A-B) £ | | | | | | | | | | | | | | |
| D Opening Bank Balance £ | | | | | | | | | | | | | | |
| E Closing Balance (C+D) £ | | | | | | | | | | | | | | |
| plus/minus Budget | | | | | | | | | | | | | | |