



Lexington Ski & Sports Club

Trip / Activity
Financial Closeout



Trip / Activity: _____

Date: _____ Closeout Date: _____

Trip / Event Leader: _____ Vice-President Approval: _____

Receipts:

- _____ Participant payments (attach list)
- _____ Late fees rec'd
- _____ Cancellation fees rec'd
- _____ Refunds from travel operator / Resort
- _____ Other refunds _____
- _____ Sales (beverage, food, shirts, etc.)
- _____ Other (Specify)
- _____
- _____

Total Receipts

Expenditures:

- _____ Payments to Resorts or travel operators (specify)
- _____
- _____
- _____ Admission or lift passes
- _____ Bus, Plane or other transportation (circle/specify)
- _____ Transfer cancellation fees to general fund
- _____ Food (attach details separately)
- _____ Refunds to participants
- _____ Music
- _____ Room rental; (bldgs, tents, etc.)
- _____ Equipment & supplies rental (attach detail)
- _____ Postage, supplies and phone
- _____ Other (specify)
- _____
- _____
- _____

Total Expenditures

Account Balance: _____ Net Income/(Loss): _____

Treasurers Approval Signature: _____ Date: _____

Note: Attach receipts, supplementary calculations, and relevant material.
Attach list of trip participants w/amount paid.