



Troop 107 Activity Expense Worksheet

20100525a

Activity: _____

Location: _____

#Nights: 1 2 _____

Date: _____

@Cost: _____

SMIC*: _____

Phone: _____

Email: _____

Cell: _____

ASMIC: _____

Phone: _____

Email: _____

Cell: _____

Example:

2-night trip, arriving ~5-6
Assumption:
Scouts eat dinner meal
before/during trip.

Night 1

Cracker Barrel
(no dinner meal)

Day 1

Breakfast (hot)
Lunch (hot)
Dinner (hot)

Night 2

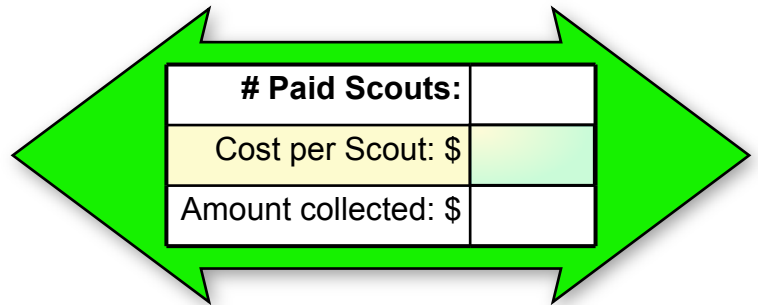
Cracker Barrel

Day 2

Breakfast (cold)
Lunch (cold)

Totals: B:2, L:2, D:1
Total Meals/person: 5

| Food Expense Budget | Total Meals Per Person |
|-----------------------------|------------------------|
| Breakfasts | |
| +Lunches | |
| +Dinners | |
| Total # Meals | |
| X @Meal Cost (\$5) | |
| Tot Meals Cost:\$ | |
| X #Scouts: | |
| Total Food Budget \$ | |



| Expenses | Estimated | Actual (receipts) |
|--------------------------------------|-----------|-------------------|
| Lodging/Fees: \$ | | |
| Transportation: \$ | | |
| Gas: \$ | | |
| Tolls: \$ | | |
| Food Budget: \$ | | |
| Misc : \$ | | |
| : \$ | | |
| : \$ | | |
| Sub Total Expenses:\$ | | |
| Add 10% for Supplies:\$ | | |
| Total Expenses: \$ | | |
| Div by #Scouts for cost per Scout:\$ | | |
| Collected Funds: \$ | | |
| - Expenses: \$ | | |
| Diff to/from Troop: \$ | | |

Checklist:

- Permission slips
- Activity flyer/email handed out/sent
- Medical forms (as needed)
- Permission to Treat
- Permission to Photograph
- Cars & Drivers; Insurance/License
- DIRECTIONS!!!
- Cell phone numbers of Drivers
- Council permit if out of District
- Packing list for Scout (Parents)
- Camping rules/guidelines
- _____
- _____
- _____

*SMIC: Inform Treasurer of trip, monies and other information as needed, and a copy of this form.