CHAPTER EVENT AND MEMBER ACTIVITY REPORT

(To be completed by the Chapter treasurer/officer for all events/member activities)

Chapter Chair_____________________________   Chapter #___________

Event _____________________________________________________________

Date of Event_______________________________________________________

Details of Event/Activity______________________________________________

___________________________________________________________________

___________________________________________________________________

What is the total cost of the event? ______ (Must have motion attached)

What dollar amount returned to statewide account?___________

Are there lost wages?_________ (Must have motion attached)

Will prizes/gift cards be purchased? _______ (Must have motion attached)

*Amount of each prize/gift card?_____________

Were tickets sold for this event?_______ How much?_____ How many? _____

A sign-in sheet must be attached to the report for this event? _______________

*Please identify all members receiving gift cards and/or prizes


______________________________  ______________________________
Signature and Title                           Date

Contact Information