

2026 Denver RCA Convention-Budget vs. Actual

INCOME

TOTAL INCOME		Estimated			Actual
		\$31,542.00			\$30,407.69
Estimated No.	Actual No.	Type	Price	Estimated income	Actual income
63	60	Couples	\$350.00	\$22,050.00	\$21,000.00
27	23	Couples	\$375.00	\$10,125.00	\$8,625.00
	1	Donated Registrations	\$350.00	\$0.00	\$350.00
	2	No Shows	\$350.00	\$0.00	\$700.00
		Other		(\$3.00)	\$467.32
Gross Revenue				\$32,172.00	\$31,142.32
PayPal Surcharge				(\$630.00)	(\$734.63)
Net Revenue				\$31,542.00	\$30,407.69

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EXPENSES

TOTAL EXPENSES	Estimated		Actual	
	\$29,742.00		\$26,779.72	

Site (Audio-Visual)	Estimated	Actual
Equipment (Projector Screen, Mic Batteries) *	\$220.00	\$120.84
Labor	\$780.00	\$0.00
Other	\$60.00	\$0.00
Taxes & Service Charges	\$377.00	\$0.00
Total	\$1,437.00	\$120.84
* Equipment provided by committee members rather than hotel.		

Miscellaneous Supplies	Estimated	Actual
Lanyards (200), Stickers, Ribbons	\$156.00	\$115.96
Name Tags (200) *	\$156.00	\$0.00
Printing/Photocopying	\$130.00	\$108.57
Poster Easels	\$80.00	\$75.84
Graphic Work/Logos	\$140.00	\$0.00
Workshop/Art Supplies	\$54.00	\$164.64
Total	\$716.00	\$465.01
* Cost refunded by vendor due to errors.		

Publicity	Estimated	Actual
Total	\$0.00	\$0.00

Other Miscellaneous	Estimated	Actual
Travel (valet parking for committee member supply drop-offs)	\$31.00	\$236.00
Flowers for Table	\$103.00	\$194.28
Candy for Tables	\$116.00	\$0.00
Jotform \$24.50/mo *	\$123.00	\$245.00
Hotel Room Night Credit	\$0.00	-\$1,060.27
Other	\$0.00	\$21.98
Total	\$373.00	-\$363.01
* Original estimate for 5 months, but changed to 10 months.		

Food	Estimated	Actual
Saturday Buffet Dinner \$85/pp	\$15,840.00	\$14,810.40
Hotel coffee, tea and snacks all weekend	\$4,160.00	\$4,991.58
Total food and drink	\$20,000.00	\$19,801.98
Service charges on food/drink (est 26%/actual 27%) *	\$5,200.00	\$5,346.56
Taxes on food and service charges (8%)	\$2,016.00	\$2,011.84
Portion of coffee/tea cost allocated to Annual Business Mtg	\$0.00	-\$603.50
Total	\$27,216.00	\$26,556.88
* F&B charge discounted by 1% to compensate for service charge rate difference.		

Couple Gifts	Estimated	Actual
Total	\$0.00	\$0.00

Entertainment	Estimated	Actual
Total	\$0.00	\$0.00

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EXPENSES

TOTAL EXPENSES	Estimated	Actual
	\$1,800.00	\$1,209.67

Site	Estimated	Actual
Total	\$0.00	\$0.00

Supplies	Estimated	Actual
Total	\$0.00	\$0.00

Miscellaneous	Estimated	Actual
Total	\$0.00	\$0.00

Food	Estimated	Actual
Total	\$0.00	\$0.00

Couple Gifts (Swag)	Estimated	Actual
Tote Bags (102)		\$249.14
Pens (96)/notebooks (90)		\$136.86
Folders (90)		\$121.67
Laminated Bookmarks (100)		\$241.00
Lip Balm (200)		\$99.86
Tea (100 Packs)		\$57.27
Snacks (665 Misc. Pieces)		\$303.87
Total	\$1,800.00	\$1,209.67

Estimate was 90 couples @ \$20 per couple.

Column1	Column2	Column3
TOTAL	\$1,800.00	\$1,209.67

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PROFIT

PROFIT AND LOSS SUMMARY		

	Estimated	Actual
Total income	\$31,542.00	\$30,407.69
Total expenses	\$31,542.00	\$27,989.39
Total profit (or loss)	\$0.00	\$2,418.30

