

OCF 2023 Budget Request

Crew	# of Coordinators _____
Crew Budget Rep(s)	_____
Budget Committee Liason	_____
BC Liason contact info	BUM Liason _____ BUM contact info _____

Funds Request Summary:

\$

			Entertainment Crews			
	#	#	crew #	crew \$	ent #	ent \$
Coordinator Expense	_____	_____	_____	_____	_____	_____
Food Vouchers (attach schedule)	_____	_____	_____	_____	_____	_____
Supplies and Services (total from page 2)	_____	_____	_____	_____	_____	_____
Funds Request Total:	_____	_____	_____	_____	_____	_____

Inventory Request Summary:

Wristbands:

Crew Wristbands	_____
Wristbands to Trade	_____
Wristbands to Sell @ _____	_____
SOP 75% of crew	_____
Wristband total	=====

T Shirts

=====

Day Passes:

Worker Day passes Wed/Thurs	_____
Worker Day passes Event	_____
VIP Passes	_____
Day Pass Totals	=====

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Food Vouchers:

Please attach a spreadsheet or your crew schedule showing how your crew allocates food vouchers.

Entertainment Crews, please show crew and entertainer food vouchers separately.

Summarize here and transfer to page 1:

	# of Food Vouchers		Dollar Value
Thursday, after 12noon	_____	x \$3	_____
Friday	_____	x \$3	_____
Saturday	_____	x \$3	_____
Sunday	_____	x \$3	_____
Monday, before 12noon	_____	x \$3	_____
Totals to transfer to page 1	=====	x \$3	=====

Supplies and Services - Please provide a breakout for the following with amounts:

Contracts:

\$

	subtotal	

Rentals:

	subtotal	

Supplies

	subtotal	

Add Contracts+Rentals+Supplies

Total to Page 1, Supplies and Services

Total

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For each of the following, please list who will receive:

Service Vehicle Stickers:

Emergency Vehicle Stickers:

Day passes:

The Budget Committee appreciates coordinators who are requesting changes to write a cover letter and let us know how you calculated the changes, and why you need them.

Before initiating a budget request for a significant operational change, please talk with someone from the management team.