

# **Annual Financial Plan**

Chinese Folk Art Society,

HKUSTSU, Session 2019-2020

(Exchange ratio being used as of February 28, 2019: 0.855RMB=1HKD)

(Unit: HKD)

<b>Event</b>	<b>Surplus/Deficit</b>	<b>Page</b>
Promotion Period in Spring Semester	0	P3~6
Function - Inauguration Ceremony	-7599	P6~8
Function – Before Sunrise	+860	P8, 9
Function - Trip to Xi'an	+5860	P9, 10
Function - (CFAS Week) Promotion	-4295	P11
Function - (CFAS Week) Snowy Mooncake Workshop	+1453	P12, 13
Function - (CFAS Week) The Chosen One	-6556	P13, 14
Function - (CFAS Week) Trip to Hong Kong Geopark	0	P14, 15
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**TOTAL DEFICIT: 0**

## Content

### 1) Promotion Period in Spring Semester

#### Expenses

##### *Material Cost*

Flag	大旗	-163
Banner	橫幅	-37
Polaroid Suit	拍立得	-591
Multi-functional Kettle	養生壺	-233
Compression Bags	收納袋	-174
Food Sealing Machines	零食封口器	-221
Bags of Dolls	袋裝公仔	-88
Mini Cups	小紙杯	-21
Crane Embroideries	仙鶴裝飾	-259
Long Chopsticks	長筷子	-8
Present Bags	禮品袋	-55
Puzzle Ball	益智球	-32
Dolly	小推車	-79
Rilakkuma Costume	輕鬆熊玩偶服	-221
Hair Clasp Material	簪子材料包	-32

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Sand Bags	沙包	-7
Velcro Tape	魔術貼	-67
Cupcakes	蛋糕點心	-296
Big Dolls	大玩偶	-603
Tape Suits	膠帶套裝	-508
Mini Billiard Balls	迷你台球	-17
Magnets	小磁鐵	-15
Straps	軋帶	-17
Plastic Balls	玻璃球	-60
Rice Cakes	仙貝	-127
Notebooks	筆記本	-120
Small Dolls	小玩偶	-602
Watercolor Paper	水彩紙	-43
Tassels	流蘇穗子	-21
Glue	膠水	-40
White Glue	白乳膠	-40
Banner Paper	Banner 膠	-202
Epoxy Resin	滴膠用品	-26
Paint Brushes	顏料刷	-5
Acrylic	丙烯顏料	-308

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Laser Paper	鐳射紙	-47
Koi Carp Pillow	錦鯉抱枕	-54
Candy	糖果	-359
Double-sided Tapes	雙面膠	-26
Spray Paint	噴漆	-35
Tissue	衛生紙	-36
Angle-bars	角鐵	-361
PlayStation VR	VR 眼鏡	-2080
Glue Guns	膠槍	-116
Bamboo Sticks	竹簽	-8
Spanners	扳手	-175
Rubber Bands	橡皮筋	-20
Wrapping Paper	包書紙	-90
Hot Melt Sticks	熱熔膠條	-50
Hot Food	熱食	-1164
Soybeans	黃豆	-5
Business Cards	名片	-163
Raffle Tickets	獎券	-186
Red Bags	利是封	-62
Craft Paper	手工紙	-175

Saran Wrap	保鮮膜	-20
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502 Glue	502 膠水	-20
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*Promotion Cost*

Leaflet	宣傳單張	-740
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Poster	海報	-45
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*Other Cost*

Transportation Cost	路費	-315
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Print Cost	打印費	-300
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Shipping Fee	運費	-61
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<b>Total Expenses</b>		<b>-12051</b>
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**DEFICIT FOR THIS EVENT: 0**

## **2) Function - Inauguration Ceremony**

### **Expenses**

*Material Cost*

Drinks	飲品	-200
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Refreshments	熱食	-1312
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Souvenirs	紀念品	-1152
Name Cards	名片	-603
Nameplates	胸牌	-35
Tableware	餐具	-238
Tissue	餐巾紙	-20
Balloons	氣球	-22
Brochures	手冊	-1587
Invitation Letters	邀請函	-282
Check-in Board	簽到板	-453
Testimonials	感謝信	-407
Table Cloth	桌布	-241
Seat Cards	座位卡	-50
Boutonnieres	胸花	-204
Folders	文件夾	-13
Paint Markers	油漆筆	-10
Dessert Plates	點心架	-70
<i>Other Cost</i>		
Shipping Fee	運費	-700

**Total Expenses** **-7599**

**DEFICIT FOR THIS EVENT: -7599**

### **3) Function - Before Sunrise**

#### **Revenues**

Member Fee	會員報名費	40 HKD	52	2080
Non-member Fee	非會員報名費	60 HKD	10	600
Walk-in Fee	臨時報名費	80 HKD	4	320
<b>Total Revenues</b>				<b>3000</b>

#### **Expenses**

##### *Material Cost*

Souvenirs	紀念品	-200
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##### *Promotion Cost*

Leaflet	宣傳單張	-345
Poster	海報	-45



*Other Cost*

Shipping Fee	運費	-300
Decoration	裝潢	-1200
Print Cost	列印費	-50
<b>Total Expenses</b>		<b>-2140</b>

**SURPLUS FOR THIS EVENT: +860**

#### **4) Function - Trip to Xi'an**

**Revenues**

Member Registration Fee	會員報名費	4800 HKD	28	134400
Non-member Registration Fee	非會員報名費	5000 HKD	2	10000
<b>Total Revenues</b>				<b>144400</b>

**Expenses**

*Material Cost*

Travel Agency's Fee	旅行社合約費用	-3500 HKD	30	-105000
Fee for Flight (SZX-XIY)	機票(深圳-西安)	-1000 HKD	30	-30000
Receipt	收據			-10

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Registration Form	報名表	-20
First-Aid Kit	醫療箱（急救包）	-100
Souvenir	紀念品	-500
Game Material	游戏道具	-150
Charter Fee	包車費	-2000

*Promotion Cost*

Leaflet	宣傳單張	-295
Poster	海報	-45

*Other Cost*

Preparing Cost	活動準備費用	-300
Shipping Fee	運費	-100
Print Cost	打印費	-20

**Total Expenses** **-138540**

**SURPLUS FOR THIS EVENT: +5860**

## **5) Function - CFAS Week**

### **5.1 Promotion**

#### **Expenses**

##### *Material Cost*

Counter Decoration	櫃位裝潢	-300
Big Decoration	大型裝飾品	-700
Hot Melt Sticks	熱熔膠條	-50
Receipt	收據	-20

##### *Promotion Cost*

Leaflet	宣傳單張	-490
Poster	海報	-45
Easy-stand	易拉架	-90
Banner	橫幅	-2300

##### *Other Cost*

Shipping Fee	運費	-300
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**Total Expenses** **-4295**

**DEFICIT FOR THIS EVENT: -4295**

## 5.2 Snowy Mooncake Workshop

### Revenues

Member Registration Fee	會員報名費	40 HKD	40	1600
Non-member Registration Fee	非會員報名費	60 HKD	20	1200
Walk-in Registration Fee	臨時報名費	80 HKD	5	400
<b>Total Revenues</b>				<b>3200</b>

### Expenses

#### *Material Cost*

Table Cloth	桌布			-10
Mooncakes Packing	月餅包裝			-160
Disposable Gloves	一次性手套			-30
Fruit Jam	果醬			-70
Mold	模具			-190
Sago	西谷米			-54
Smashed Bean	豆沙			-69
Mixed Powder	麵粉			-110
Milk	牛奶			-200

Sesame	芝麻	-30
Coconut Shred	椰絲	-81
Plastic Bowls	塑料碗	-100
Stirrers	攪拌棒	-180
Sugar	糖	-18
Chocolate Jam	朱古力醬	-70
Oil	油	-25
Plastic Knives	塑料刀	-150
<i>Other Cost</i>		
Shipping Fee	運費	-200
<b>Total Expenses</b>		<b>-1747</b>

**SURPLUS FOR THIS EVENT: +1453**

## 5.3 The Chosen One

### Expenses

#### *Material Expenses*

Snack Spree	零食禮包	-50 HKD	30	-1500
Power Bank	充電寶	-60 HKD	8	-480

iPad 2018	iPad 2018			-2588
Milk Tea	奶茶	-20 HKD	20	-400
Mini Wireless Keyboard	迷你無線鍵盤			-248
Dolls	公仔			-200
Tickets	入場券			-40
Online Server	線上服務器			-600
<i>Other Cost</i>				
Decoration	裝潢			-200
Shipping Fee	運費			-300
<b>Total Expenses</b>				<b>-6556</b>

**DEDICIT FOR THIS EVENT: -6556**

## **5.4 Trip to Hong Kong Geopark**

### **Revenues**

Member Registration Fee	會員報名費	40 HKD	24	960
Non-member Registration Fee	非會員報名費	60 HKD	8	480
<b>Total Revenues</b>				<b>1440</b>

## **Expenses**

### *Material Expenses*

Drinks	飲品	-160
Food	食物	-200

### *Other Cost*

Transport Fee	路費	-1080
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**Total Expenses** **-1440**

**SURPLUS FOR THIS EVENT: 0**

## **6) Function - Woodcut Workshop**

### **Revenues**

Member Registration Fee	會員報名費	40 HKD	40	1600
Non-member Registration Fee	非會員報名費	60 HKD	20	1200
<b>Total Revenues</b>				<b>2800</b>

### **Expenses**

#### *Material Cost*

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Boards	木板	-2 HKD	65	-130
Woodcut Knives	木刻刀	-15 HKD	60	-900
Brushes	刷子	-6 HKD	4	-24
Gloves	手套			-42
Table Cloth	桌布			-20
Printing Ink	墨水			-50

*Promotion Cost*

Leaflet	宣傳單張			-345
Poster	海報			-45
Easy-Stand	易拉架			-90

*Other Cost*

Shipping Fee	運費			-200
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<b>Total Expenses</b>				<b>-1846</b>
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**SURPLUS FOR THIS EVENT: +954**

## **7) Subsidiary - Committee Function Backup**

### **Revenues**



Member Registration Fee	會員報名費	30 HKD	45	1350
Non-member Registration Fee	非會員報名費	50 HKD	15	750
<b>Total Revenues</b>				<b>2100</b>

## **Expenses**

### *Material Cost*

Metal Bells	金屬鈴鐺			-200
Glass Bells	玻璃鈴鐺			-183
Silk Ribbons	絲綢綬帶			-20
Paper	紙			-20
Strings	綫			-40
Glue	膠水			-35

### *Promotion Cost*

Leaflet	宣傳單張			-295
Poster	海報			-45

### *Other Cost*

Shipping Fee	運費			-200
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Easy-Stand	易拉架	-90
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<b>Total Expenses</b>		<b>-1128</b>
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**SURPLUS FOR THIS EVENT: +972**

## **8) Function - One Night of Dunhuang**

### **Revenues**

Member Registration Fee	會員報名費	50 HKD	40	2000
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Non-member Registration Fee	非會員報名費	70 HKD	20	1400
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Walk-in Registration Fee	臨時報名費	80 HKD	5	400
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<b>Total Revenues</b>				<b>3800</b>
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### **Expenses**

#### *Material Cost*

Drinks	飲料	-100
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Toys	玩具	-200
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Lighting	燈光	-50
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Flying Chess Carpet	飛行棋地毯	-50
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Monopoly Carpet	大富翁地毯	-50
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Golden Eggs	金蛋			-50
Costumes	服裝			-200
Fruits	水果			-500
Bubble Tea	珍珠奶茶			-300
Fried Chicken	炸鷄			-300
Cakes	蛋糕			-300
Snacks	零食			-300
Prizes	獎品	-500 HKD	1	-500
Souvenirs	紀念品	-20 HKD	10	-200

*Promotion Cost*

Poster	海報			-45
Leaflet	宣傳單張			-295

*Other Cost*

Shipping Fee	運費			-200
Decoration	裝潢			-200

<b>Total Expenses</b>				<b>-3840</b>
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**DEFICIT FOR THIS EVENT: -40**

## **9) Regular Function - Purchase for You**

### **Revenues**

Sale Revenues	賣出收益	4888
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<b>Total Revenues</b>		<b>4888</b>
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### **Expenses**

#### *Material Cost*

Food	食物	-3000
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#### *Other Cost*

Shipping Fee	運費	-850
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<b>Total Expenses</b>		<b>-3850</b>
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**SURPLUS FOR THIS EVENT: +1038**

## **10) Subsidiary - Committee Recruitment**

### **Expenses**

*Material Cost*

Brochure	招新手冊	-100
Guidepost	路標	-6
Nameplates	名牌	-5
Application Form	申請表格	-30
<b>Total Expenses</b>		<b>-141</b>

**DEFICIT FOR THIS EVENT: -141**

## **11) Orientation Week**

**Revenues**

Full Membership Fee	心悅（四年）會員會費	160 HKD	160	25600
Two-Year Membership Fee	兩年會員會費	100 HKD	5	500
One-Year Membership Fee	一年會員會費	60 HKD	15	900
Exchange Membership Fee	交換生會員會費	50 HKD	30	1500
Society Paper	社團作業紙	2 HKD	20	40
Society T-shirt	社團文化衫	50 HKD	15	750
Society Folder	社團文件夾	4 HKD	20	80
<b>Total Revenues</b>				<b>29370</b>

## **Expenses**

### *Material Cost*

Society T-shirt	社團文化衫	-40 HKD	50	-2000
Society Paper	社團作業紙			-808
Society Folder	社團文件夾			-1412
Society Bag	社團禮品袋			-1461
Full-member Package	心悅會員禮包			-2000

**Total Expenses** **-7681**

**SURPLUS FOR THIS EVENT: +21689**

## **12) Information Session**

## **Expenses**

### *Material Cost*

Poster	海報			-45
Brochure	手冊			-50
Guidepost	路標			-10

**Total Expenses** **-105**

**DEFICIT FOR THIS EVENT: -105**

### **13) Gifts Distribution at the End of This Year**

#### **Expenses**

##### *Material Cost*

Welfare for Full-member	心悅會員尊享福利禮包	-44 HKD	300	-13200
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##### *Promotion Cost*

Easy-stand	易拉架			-90
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##### *Other Cost*

Shipping Fee	運費			-800
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<b>Total Expenses</b>				<b>-14090</b>
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**DEFICIT FOR THIS EVENT: -14090**