

Manager Networks

Conference Finances Report

Introduction

The following expenditure details show the overall financial outcomes from the conference.

An analysis of this is as follows:

Total profit/loss:

Income:

Expenses:

Total profit or loss is:

Evaluation:

Conference expenditure details

Expenses		Income	
Venue		Registration fees: individuals	
Catering		Registration fees: companies	
Speaker fees		Sponsorship: Gold	
Speakers travel		Sponsorship: Silver	
Publicity		Sponsorship: Bronze	
Courier			
Entertainers			
Printing			
TOTAL		TOTAL	

This document is Conference Finances Report Template.
It is part of the supporting assessment resources for Assessment Task 3 of BSBPMG533.

Recommendations

As requested by Senior Management, recommendations for more accurate project estimating are as follows: