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| **NZCF TOURNAMENTS BUDGET TEMPLATE** |
| **PLEASE USE THIS TEMPLATE WHEN:**   1. **SUBMITTING AN APPLICATION TO HOST AN NZCF EVENT** 2. **APPLYING FOR NZCF FUNDING FOR AN NZCF EVENT** 3. **SUBMITTING A FINANCIAL RECONCILIATION TO NZCF AFTER THE EVENT**   **SEND COMPLETED BUDGET TEMPLATE TO: secretary@newzealandchess.co.nz** |
| **TOURNAMENT NAME** |
| **HOSTING CLUB** |
| **PROPOSED DATES** |
| **PROPOSED VENUE** |

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| **INCOME** | **ACTUAL** | **BUDGET** | **VARIANCE** |
| **ENTRY FEES list all events planned** |  |  |  |
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| **TOTAL ENTRY FEES** |  |  |  |
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| **FUNDRAISING** |  |  |  |
| **NZ Donations** |  |  |  |
| **NZ Grants** |  |  |  |
| **NZ Sponsorship** |  |  |  |
| **International Funding** |  |  |  |
| **List any other funding sources…** |  |  |  |
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| **TOTAL FUNDRAISING** |  |  |  |
| **NZCF LOSS GUARANTEE** |  |  |  |
|  |  |  |  |
| **TOTAL INCOME** |  |  |  |

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| **EXPENSES** | **ACTUAL** | **BUDGET** | **VARIANCE** |
| **ARBITER COSTS** |  |  |  |
| **Fees** |  |  |  |
| **Accommodation** |  |  |  |
| **Travel** |  |  |  |
| **Meals** |  |  |  |
| **TOTAL ARBITER COSTS** |  |  |  |
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| **ORGANISER COSTS** |  |  |  |
| **Fees** |  |  |  |
| **Accommodation** |  |  |  |
| **Travel** |  |  |  |
| **Meals** |  |  |  |
| **TOTAL ORGANISER COSTS** |  |  |  |
|  |  |  |  |
| **INVITED PLAYER COSTS** |  |  |  |
| **Appearance Fees** |  |  |  |
| **Travel** |  |  |  |
| **Accommodation** |  |  |  |
| **Meals** |  |  |  |
| **TOTAL INVITED PLAYER COSTS** |  |  |  |
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| **INVITED GUEST COSTS** |  |  |  |
| **Hospitality/Functions** |  |  |  |
| **Travel Expenses** |  |  |  |
| **Accommodation** |  |  |  |
| **Meals** |  |  |  |
| **TOTAL INVITED GUEST COSTS** |  |  |  |
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| **OTHER PLAYER COSTS** |  |  |  |
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| **TOTAL OTHER GUEST COSTS** |  |  |  |

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| **EXPENSES** | | **ACTUAL** | | **BUDGET** | | **VARIANCE** | |
| **VENUE COSTS** | |  | |  | |  | |
| **Playing Rooms** | |  | |  | |  | |
| **Internet Costs** | |  | |  | |  | |
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| **TOTAL VENUE COSTS** | |  | |  | |  | |
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| **EQUIPMENT COSTS** | |  | |  | |  |
| **Tables/Chairs/White Boards** | |  | |  | |  |
| **Laptops/Printers/Cables** | |  | |  | |  |
| **DGT Boards/Pieces/Clocks** | |  | |  | |  |
| **Analog Equipment Boards/Pieces/Clocks** | |  | |  | |  |
| **Transport** | |  | |  | |  |
| **Other** | |  | |  | |  |
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| **TOTAL EQUIPMENT COSTS** | |  | |  | |  |
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| **STATIONERY COSTS** | |  | |  | |  | |
| **Score Sheets** | |  | |  | |  | |
| **Printer Paper** | |  | |  | |  | |
| **Other** | |  | |  | |  | |
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| **TOTAL STATIONERY COSTS** | |  | |  | |  | |
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| **MARKETING COSTS** | |  | |  | |  | |
| **Banners** | |  | |  | |  | |
| **Posters** | |  | |  | |  | |
| **Advertising** | |  | |  | |  | |
| **Printing** | |  | |  | |  | |
| **Other** | |  | |  | |  | |
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| **TOTAL MARKETING COSTS** | |  | |  | |  | |

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| **EXPENSES** | | **ACTUAL** | | **BUDGET** | | **VARIANCE** | |
| **RATING FEES** | |  | |  | |  | |
| **NZCF Ratings** | |  | |  | |  | |
| **FIDE Ratings** | |  | |  | |  | |
| **TOTAL RATING FEES** | |  | |  | |  | |
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| **PRIZEMONEY – list all events** | |  | |  | |  | |
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| **TOTAL PRIZEMONEY** | |  | |  | |  | |
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| **TOTAL EXPENSES** | |  | |  | |  | |
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| **NETT RESULT** | |  | |  | |  | |

**NOTE**: If the Nett Result is a loss then there may be an opportunity for a subsidy from NZCF to cover or reduce the loss. This will not be known until a confirmed budget and all tournament details are known and approved by NZCF.