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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** |  |  |  |
|  |  |  |  |
| **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** |  |  |  |
|  |  |  |  |
| **ORGANISER COSTS** |  |  |  |
|  **Fees** |  |  |  |
|  **Accommodation** |  |  |  |
|  **Travel** |  |  |  |
|  **Meals** |  |  |  |
| **TOTAL ORGANISER COSTS** |  |  |  |
|  |  |  |  |
| **INVITED PLAYER COSTS** |  |  |  |
|  **Appearance Fees** |  |  |  |
|  **Travel**  |  |  |  |
|  **Accommodation** |  |  |  |
|  **Meals** |  |  |  |
| **TOTAL INVITED PLAYER COSTS** |  |  |  |
|  |  |  |  |
| **INVITED GUEST COSTS** |  |  |  |
|  **Hospitality/Functions** |  |  |  |
|  **Travel Expenses** |  |  |  |
|  **Accommodation** |  |  |  |
|  **Meals** |  |  |  |
| **TOTAL INVITED GUEST COSTS** |  |  |  |
|  |  |  |  |
| **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** |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **TOTAL VENUE COSTS** |  |  |  |
|  |  |  |  |
| **EQUIPMENT COSTS** |  |  |  |
|  **Tables/Chairs/White Boards** |  |  |  |
|  **Laptops/Printers/Cables** |  |  |  |
|  **DGT Boards/Pieces/Clocks** |  |  |  |
| **Analog Equipment Boards/Pieces/Clocks** |  |  |  |
|  **Transport** |  |  |  |
|  **Other** |  |  |  |
|  |  |  |  |
| **TOTAL EQUIPMENT COSTS** |  |  |  |
|  |  |  |  |
| **STATIONERY COSTS** |  |  |  |
|  **Score Sheets** |  |  |  |
|  **Printer Paper** |  |  |  |
|  **Other** |  |  |  |
|  |  |  |  |
| **TOTAL STATIONERY COSTS** |  |  |  |
|  |  |  |  |
| **MARKETING COSTS** |  |  |  |
|  **Banners** |  |  |  |
|  **Posters** |  |  |  |
|  **Advertising** |  |  |  |
|  **Printing** |  |  |  |
|  **Other** |  |  |  |
|  |  |  |  |
| **TOTAL MARKETING COSTS** |  |  |  |

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