International Festival 2010

Organized by Campus Activities Board and International Programs Council

Proposed Budgeted Expenses

Description	Cost	Subtotal	Request UCEC
Advertising/Promotion			
Western Herald Ads (2 ads)	\$774.00		
Kalamazoo Gazette (2 ads)	\$994.00		
WMU table tent	\$30.00		\$30.00
Bernhard Center Display Case	\$29.00		
Flyers (1250)	\$150.00		
Food Coupons for VIPs and volunteers	\$500.00		
Banner Posting	\$300.00		
Printing Invitations	\$120.00		
Event Promotion Supplies	\$700.00		\$300.00
Camera Services	\$1,500.00		\$500.00
Total	, ,,	\$5,097.00	\$830.00
Postage		+0,000	
1500 students + 50 VIP's	\$432.00		
Total	,	\$432.00	
Event Staffing			
Staffing Compensation	\$2,500.00		
Bernhard Center Staff	\$1,500.00		•
Security	\$294.00		
Total	·	\$4,294.00	
Rentals	······································		
Berhard Center Ballroom (4 to 8 p.m)	\$850.00		
Reinforced Stages	\$900.00		
Sound System and Operator	\$900.00		
Audio Visual Equipment	\$500.00		
Total		\$3,150.00	
Event Materials			
Programs	\$300.00	• *	\$300.00
Stage and Ballroom Decoration	\$570.00	. ,	\$370.00
Foam Bord Food Menu	\$40.00		******
IF-Staff T-shirts	\$750.00		
IF-Staff Polos	\$200.00		
Total	Ψ200.00	\$1,860.00	\$670.00
Food, etc		Ψ7,000.00	Ψο, σ.σσ
Ingredients (thru Dining Services)	\$3,200.00		•
Beverages (Catering)	\$500.00		
Serving Materials (Dishes, Utensils, Napkins)	\$850.00		
Total	Ψ000.00	\$4,550.00	
TOTAL PROPOSED EXPENSES		\$19,383.00	\$1,500.00