

Conference Financial Report

Conference Name:

Date:

Location:

Organizing Committee Contact (including email):

Note: please specify the type of currency you are referring to throughout the document

General Information

Attendance

Type	Number of Attendees
General Sessions	
Workshops	
Exhibition Only	
Social Event	

*if possible, please attach the full registrant list

Conference Fees for 1 Individual

	Early	Late
Conference Pass		
Workshops		
Exhibits Only		
Social Event		

Financial Information

Sponsorship

Please include your top 5 sponsors and their amount:

Sponsor Name	Amount/Level

*please attach the public sponsorship document (describing possible levels)

Financial Report

REVENUE

Type	Amount
Registration	
Workshops	
Exhibits	
Sponsorship	
Social Event	
Other	
<i>Total</i>	

EXPENSES

Type	Amount
Marketing	
Administration	
Venue	
Meals	
Social Event	

Misc.	
<i>Total</i>	

*please include a more detailed financial report if possible

Suggestions

Use this space for your suggestions for future OSGeo conferences.