

NCHSAA Ticket Accountability Form and Play-off Financial Report

In order to better provide accountability of ticket sales in play-off contests, the following form has been developed. The meet director is responsible for completing this form and returning it along with a check to:
 NCHSAA, Attention: Gary Cavanaugh, P.O Box 3216, Chapel Hill, NC 27515

Sport		Site		Classification			Date	
Admission Tickets Sold								
<u>Beginning Number</u>	<u>thru</u>	<u>Ending Number</u>	<u>+ 1=</u>	<u>Total Tickets Sold</u>	<u>@</u>	<u>Sale Price Each</u>	<u>=</u>	<u>\$ Value</u>
	thru		+ 1=		@		=	
	thru		+ 1=		@		=	
	thru		+ 1=		@		=	

Total Tickets Sold _____

- A) Total Gate Receipts (A)\$ _____
- B) Less: Endowment (\$1 per Ticket Sold) (B)\$ _____
- C) Gross Revenue (Line A – Line B) (C)\$ _____
- D) Expenses
 - Officials (MAX \$100) \$ _____
 - Other Expenses (MAX \$1,500) \$ _____
 - *Please attach itemization \$ _____
 - Total Expenses (D)\$ _____
- E) Net Revenue (Line C - Line D) (E)\$ _____
- F) NCHSAA Share (.50 x Line E) (F)\$ _____
- G) Host School Share (.50 x Line E) (G)\$ _____
- H) Check to NCHSAA=NCHSAA Share (Line F) + \$1 per ticket (Line B) (H)\$ _____

 Director's Signature School Name Date

A copy of this ticket accountability form, financial report and a check for the NCHSAA Share (Line F) + \$1 per total # of tickets sold must be in the NCHSAA office no later than 10 days following the date of the contest. This form is to be forwarded to the NCHSAA regardless of revenue. Failure to complete this form within the ten day limit is subject to a fine.

For office use only:
 Date received: _____ Check # _____ Check Amount: _____