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. After each home play-off game, the host school 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

_____ VS. _____

Admission Tickets Sold

Beginning Number	thru	Ending Number	+ 1=	Total Tickets Sold	@	Sale Price Each	=	$ Value
	thru		+ 1=		@		=	
	thru		+ 1=		@		=	
	thru		+ 1=		@		=	

Total Tickets Sold _____

A) Total Value of Ticket Sales (A)$_____

B) Miscellaneous Revenue Radio Fees/Other (B)$_____

C) Less: Endowment ($1 per Ticket Sold) (C)$_____

D) Gross Revenue(Line A+Line B minus Line C) (D)$_____

E) NCHSAA Share (.15 X Line D)* ** (E)$_____

F) Check to NCHSAA=NCHSAA Share(**Line E**)+Endowment Share(**Line C**) (F)$_____

** NCHSAA share must be calculated and paid before any expenses are deducted. Participating schools will divide the remainder equally after applying the expense formula as stated in the NCHSAA Handbook.**

Director's Signature	School Name	Date

A copy of this ticket accountability form/financial report and a check for the NCHSAA share (Line E) + the NCHSAA Endowment $1 per ticket (Line C) must be in the NCHSAA office no later than 10 days following the date of the contest. This form is to be sent 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**: _____