## EXAMPLE:

REGISTRATION:
Estimated number of delegates $24 \mathrm{x} \$ 80=\$ 1,800.00$
ACCOMMODATION:
24 (delegates) / 4 (\#/rm) $=6 \times \$ 150 \times 2$ nights $=\$ 1,800.00$
$\left.\begin{array}{|l|l|}\hline \text { REGISTRATION: } \\ \text { Estimated number of delegates }(\ldots \ldots \\ \hline \text { (Reg. Fee) }\end{array}\right)$


MEALS:
6 meals at Overflow at $\$ 6$ per meal $=\$ 36$ (suggested estimate)
$\qquad$ (estimated \# of delegates) $\times \$ 36.00=$
\$ $\qquad$

TRANSPORTATION:
Bus/Van Rentals


Divide the Total Cost by the number of delegates
Your total cost per delegate is estimated at:


* Discretionary spending money has not been figured into this budget.
** Huge savings can be realized by planning ahead and bringing your own food for some meals.

