

Workshop Finance Report

Outside USA - Form 210 Area or Local Workshop

To be completed by the Workshop Organizer • For more information refer to the Finance Sections in the *Guidelines for the RC Communities (H.3, H.6, and H.7)*.
• Form 210 – for Areas and Developing Communities located outside the USA whose outreach money is kept in Seattle, WA, USA

Area Name

Workshop Name

Workshop Location

Workshop Dates

Area Number (Required)

Leader

Organizer

Organizer's Phone Number or E-mail Address

1. Income

Registration fees collected _____

Total Income ① _____

2. Expenses

Community Service Fund (CSF) 10% Contribution

① Total Income X .10 _____

Leader's fee _____

Leader's Transportation Cost _____

Organizer's Fee _____

Site Costs [lodging/food] _____

Copyright Royalty

\$0.10 USD for each photocopy of an article; see K.2. of the 2013 *Guidelines* _____

Hearing Helpers _____

Insurance _____

Printing _____

Snacks _____

Workshop Supplies _____

Other Costs _____

Total Expenses ② _____

3. Net Income

Total Income ① _____

Minus Total Expenses ② _____

Equals Net Income ③ _____

4. Distribution of Net Income

The Net Income is divided between the Leader and the Area Outreach Fund. The worksheet below will help you divide the Net Income and pay the expenses owed to each of them.

Workshop Leader gets 25% of the ③ Net Income

Multiply ③ Net Income by .25 _____

Plus the Leader's Fee _____

Write a check to:

the Workshop Leader for this TOTAL: _____

*

Community Service Fund gets 10% of the ① Total Income

Multiply ① Total Income by .10 _____

Area Outreach gets 75% of the ③ Net Income

Multiply the ③ Net Income by .75 _____

(70% of this amount will go in your Area outreach and 30% will go to CSF)

Rational Island Publishers gets \$0.10 USD for each copy of an article.

Add \$0.10 USD for each photocopy of an article _____

Add these three amounts and write one check to:

Re-evaluation Counseling for this TOTAL: _____

Payment may be a bank-issued check in US dollars or a personal check in the currency of your country - Contact us if you prefer to wire money - Please make every attempt to balance workshop finances and make payments within 30 days of the workshop - Mail to:

Re-evaluation Counseling Community Resources, Inc. • 719 Second Ave. N., Seattle, WA 98109 USA
Telephone: 1-206-284-0311 • Fax: 1-206-284-8429 • E-mail: rcoffice@rc.org