

Workshop Finance Report

- To be completed by the Workshop Organizer • For more information refer to the Finance Sections in the *Guidelines for the RC Communities (H.1, H.4.A, H.7)*
- Form 110A – for organized Areas and Developing Communities located outside the USA whose outreach money is kept locally

Area Name _____

Workshop Name _____

Workshop Location _____

Workshop Dates _____

Leader _____

Organizer _____

Organizer's Phone Number or E-mail Address _____

1. Income

Total Income ① _____

2. Expenses

Community Service Fund (CSF) 30% Contribution

① Total Income X .30 _____

Leader's fee _____

Organizer's Fee _____

Tech Leader's Fee _____

Copyright Royalty _____

\$0.50 USD for each copy of an article; see J.2. of the 2022 *Guidelines*

Other Costs _____

Wire fee if applicable _____

Total Expenses ② _____

3. Net Income

Total Income ① _____

Minus Total Expenses ② _____

Equals Net Income ③ _____

- Please balance the workshop finances and issue all payments within 30 days of workshop.
- If you are sending a **bank wire**, please e-mail this form to us and request our banking information.
- Checks may be written to Re-evaluation Counseling (or RCCR) and Rational Island Publishers. They may be bank-issued checks in USD or personal checks in your local currency. Mail checks with a copy of this form to the address shown below.

4. Distribution of Net Income - *The Net Income is divided between the Leader, the Organizer, Tech Leader, Area Outreach, and CSF. The worksheet below will help you divide the Net Income.*

Workshop Leader

Multiply ③ *Net Income* by .20. If this amount is smaller than the leader's fee enter it here. If it is larger, enter the leader's fee _____

Add the Leader's Fee _____

Workshop Leader total due _____

Workshop Organizer

Multiply ③ *Net Income* by .06. If this amount is smaller than the organizer's fee enter it here. If it is larger, enter the organizer's fee _____

Add the Organizer's Fee _____

Workshop Organizer total due _____

Workshop Tech Leader

Multiply ③ *Net Income* by .04. If this amount is smaller than the tech leader's fee enter it here. If it is larger, enter the tech leader's fee _____

Add the Tech Leader's Fee _____

Tech Leader total due _____

Rational Island Publishers (RIP) gets the equivalent of \$0.50 USD for each copy of any Rational Island Publishers, Inc. article.

Add \$0.50 USD for each photocopy of an article _____

Area Outreach gets 35% of the ③ *Net Income*

Multiply the ③ *Net Income* by .35 _____

Write a check to your Area Reference Person or the designated account signer for this amount (This is the portion available for outreach.)

Community Service Fund (CSF)

Multiply ③ *Net Income* by .35 _____

Add ① *Total Income* multiplied by .30 _____

CSF subtotal ④ _____

Remainder to CSF

① *Total Income* _____

⑤ Total the amounts due the *Workshop Leader, Organizer, Tech Leader, RIP, Area Outreach, CSF subtotal, Other Costs, and Wire fee* (from column 1) _____

Subtract this amount ⑤ from the ① *Total Income* _____

Add this amount to the ④ *CSF subtotal* _____

This is the CSF Total Due (payable to RCCR)