



# MICHIGAN GARDEN CLUBS, INC.

## School Summary Financial Report

School and Series: \_\_\_\_\_

Location: \_\_\_\_\_ District: \_\_\_\_\_

	Course I	Course II	Course III	Course IV	Final
Dates:					
Revenue					
Expense					
Surplus/(Deficit)					

**Final funds allocation:**

Host Club(s): \_\_\_\_\_ 25 % = \$ \_\_\_\_\_  
 District: \_\_\_\_\_ 25 % = \$ \_\_\_\_\_  
 MGC: \_\_\_\_\_ 50 % = \$ \_\_\_\_\_

*Instructions:*

- Send a copy of this report to: MGC 1st & 3rd VPs, MGC Finance Committee Chair, MGC President, MGC Treasurer
- Forms must be submitted to the above individuals at least three weeks before the next MGC Board Meeting for discussion at the Finance Committee Meeting and approval by the Board.
- Final disbursements may be made upon notification of approval.

**Payments to be sent to:**

Host(s): (Name) \_\_\_\_\_  
 (Address) \_\_\_\_\_

District: (Attn) \_\_\_\_\_  
 (Address) \_\_\_\_\_

**CHAIR** \_\_\_\_\_ **Date** \_\_\_\_\_

**TREASURER** \_\_\_\_\_ **Date** \_\_\_\_\_