

Expenditure					
	Number	Estimate (per head)	Estimate (totals)	Actual (totals)	Comments
Travel					
External Speakers	10	100	1000.00		
Delegates	1	30	30.00		Samuel Durugo
			1030.00	0.00	
Accommodation					
Campus en-suite - delegates	see revenue		11820.00		
Campus en-suite - ext. speakers (# nights)	8	55	440.00		incl. P. Rowlett (MSOR) accomm
			12260.00	0.00	
Food (Delegates) - Warwick Food & Drink					
Tea/Coffee breaks x5 (not incl. juice/water)	185	6.50	1202.50		
Lunches x3 (not incl. juice/water)	185	22.50	4162.50		
Dinner in Rootes Restaurant (Thurs)	185	17.00	3145.00		
Conference Dinner (Fri)	185	22.25	4116.25		
Juice for lunches/coffee (# cartons 1 litre)	100	2.25	225.00		
Water (# bottles 750ml)	25	2.25	56.25		
plastic cups (pack of 100)	15	1.40	21.00		
		69.88	12907.50	0.00	
		per delegate			
Food (Speakers) - Warwick Food & Drink					
Tea/Coffee breaks x5 (not incl. juice/water)	16	6.50	104.00		incl. P. Rowlett (MSOR) food
Lunches x3 (not incl. juice/water)	16	22.50	360.00		
Dinner (Thurs)	16	17.00	272.00		possibly at Xananas?
Conference Dinner (Fri)	16	22.25	356.00		
Juice for lunches/coffee (# cartons 1 litre)	8	2.25	18.00		
Water (# bottles 750ml)	10	2.25	22.50		
			1132.50	0.00	
Publicity					
Posters			55.00		
			55.00	0.00	
T-shirts/Hoodies					
T-shirts	20	7.20	144.00		
			144.00	0.00	
Social					
			500.00	0.00	
Conference Packs					
Bags (Templecoombe Ltd)	225	2.00	450.00	234.00	Co-op-21/3/11-T
Conference Book Printing	250	2.27	567.00		
pens (box of 50)	5	3.36	16.80		
pads	225	0.36	81.00		
lanyards	160	0.68	109.44		
badge holders (packs of 25)	7	10.06	70.39		
		6.09	1224.24	234.00	
		per delegate			
Porter - Saturday					
			100.00	0.00	
Adjustments due to Bank charges - e.g. international payments					
			0.00	17.95	
TOTAL EXPENDITURE			29353.24	251.95	
			estimate	actual	
Revenue-costs (surplus)			2657.00	23843.29	(A)
LMS Speaker budget remaining			427.50	3000.00	(B)
		(A)-(B)	2229.50	23415.79	
			estimate	actual	