# NCHSAA Ticket Accountability Form and Play-off Financial Report

In order to better provide accountability of ticket sales in play-off contests, the following form has been developed. The meet director is responsible for completing this form and returning it along with a check to:
NCHSAA, Attention:Gary Cavanaugh, P.O. Box 3216, Chapel Hill, NC 27515.

| _____ | _____ | _____ | _____ |
|---|---|---|---|
| Sport | Site | Classification | Date |

## Admission Tickets Sold

| Beginning Number | thru | Ending Number | + 1= | Total Tickets Sold | @ | Sale Price Each | = | $ Value |
|---|---|---|---|---|---|---|---|---|
| | thru | | + 1= | | @ | | = | |
| | thru | | + 1= | | @ | | = | |
| | thru | | + 1= | | @ | | = | |

Total Tickets Sold _____

A) Total Sales (A)$_____

B) Less: Endowment ($1 per Ticket Sold) (B)$_____

C) Gross Revenue (Line A – Line B) (C)$_____

D) Expenses

$_____

$_____

$_____

Misc. Expenses (Please attach itemization) $_____

Total Expenses (D)$_____

E) Net Revenue (C - D)* (E)$_____

* Check to NCHSAA=Net Revenue (**Line E**) + $1 per total **# of tickets sold** $_____

| _____ | _____ | _____ |
|---|---|---|
| Director's Signature | School Name | Date |

A copy of this ticket accountability form/financial report and a check for the net revenue (Line E) + $1 per total # of tickets sold must be in the NCHSAA office no later than 10 days following the date of the contest. This form is to be forwarded to the NCHSAA regardless of revenue. Failure to complete this form within the ten day limit is subject to a fine.

**For office use only:**
**Date received: _____ Check # _____ Check Amount:_____**