

**Waipuna Convention  
May 2018  
Progress Report  
(as at 26 April 2018)**

	<b>Budget</b> (GST incl)	<b>Budget</b> (GST excl)	<b>Actual</b> (GST excl)
<b>Income</b>			
- Registrations (incl Sat lunch)	\$ 43,850	\$ 38,130	31,994
- Dine & Dance	\$ 13,320	\$ 11,583	7,513
- Special Events (Friday night/Sunday breakfast)	\$ 7,000	\$ 6,087	8,761
	<b>\$ 64,170</b>	<b>\$ 55,800</b>	<b>\$ 48,268</b>
<b>Expenses</b>			
Variable Expenses (Food):			
- Morning & Afternoon Teas/Meals	\$ 18,230	\$ 15,852	0
- Dine & Dance Meal	\$ 11,700	\$ 10,174	0
Semi Variable Expenses:			
- Programmes	\$ 1,500	\$ 1,304	0
- Conference Bags	\$ 8,500	\$ 7,391	323
- Educational materials (printing)	\$ 1,000	\$ 870	0
- Stationery	\$ 1,000	\$ 870	0
- Dine & Dance entertainment	\$ 1,104	\$ 960	0
- Dine & Dance decorations	\$ 400	\$ 348	0
- Lanyards/Badges/Ribbons/Thank-yous/Sundries	\$ 3,375	\$ 2,935	0
- Audio visual in break-out rooms	\$ 2,000	\$ 1,739	0
- Friday night cabaret act	\$ 2,000	\$ 1,739	0
Fixed Expenses:			
- Venue Hire (incl AV in Cole Theatre)	\$ 13,299	\$ 11,564	870
	<b>\$ 64,108</b>	<b>\$ 55,746</b>	<b>\$ 1,192</b>
<b>Surplus</b>	<b>\$ 63</b>	<b>\$ 54</b>	<b>\$ 47,076</b>