

MHSLA/ERHSLA Local Arrangements Prelim Budget 2011
 Frankenmuth, MI

Rooms	Cost	Conference Fees	Cost
2 scholarship winners	\$ 600.00	President	\$ 250.00
Member	\$ 300.00	President-elect	\$ 250.00
President	\$ 300.00	Secretary	\$ 250.00
*2nd member	\$ 300.00	Treasurer	\$ 250.00
		2 Scholarships	\$ 500.00
Rooms paid by MHSLA	\$ 1,500.00	Fees paid by MHSLA	\$ 1,500.00

Everything based on 70 participants each day

Meals	Per Person			Morn	Afternoon
Breakfast W & F	\$ 13.50	\$ 1,890.00	Food Breaks W	\$ 145.00	\$ 227.50
Breakfast Th	\$ 17.00	\$ 1,190.00	Food Breaks Th	\$ 145.00	\$ 245.00
			Food Breaks Fri	\$ 200.00	
			Popcorn	\$ 21.00	
Breakfast Total		\$ 3,080.00	Food Breaks Total	\$ 983.50	
Lunch W	\$ 13.50	\$ 945.00	Not Per Person		
Lunch Th	\$ 13.00	\$ 910.00	Beverages W	\$ 140.00	
Lunch Fri	\$ 12.00	\$ 840.00	Beverages Th	\$ 210.00	
			Beverages Fri	\$ 80.00	
Lunch Total		\$ 2,695.00	Beverages Total	\$ 430.00	
Dinner W	\$ 11.95	\$ 836.50	Beverage/Food Breaks Total		\$ 1,413.50
Dinner Th	\$ 25.00	\$ 1,750.00			
Dinner Total		\$ 2,586.50	Meals & Breaks Total		\$ 9,775.00
Marketing			Special Event	\$ 700.00	
Postage	\$ 88.00		Opening Event	\$ 220.00	
Printing	\$ 800.00				
Give Aways (gift cards)	\$ 100.00		Total	\$ 920.00	
Recycle Bags	\$ 150.00				
Marketing Total	\$ 1,138.00				
Local Arrangements Total		\$ 14,833.00			

Meeting Rooms dependent upon meals
 A/V needs should be minimal
 No Charge for Tables