

THE CARAVAN CLUB - DYFED CENTRE

RALLY BALANCE SHEET

Rally Venue Rally Number.....
 Rally Officer..... Nightly Site Fee £.....+ VAT or Inc VAT

INCOME

.....Caravans for **2** nights £.....
Caravans for **1** night £.....
Caravans for nights £.....
 VAT on above (as applicable) £.....
Caravans (Rally Fee) @ £2-50 (or) £3-00 £.....
TOTAL INCOME (A) £.....

EXPENDITURE

Either Site Fee, (Paid to Landowner) excluding or including VAT £.....
N.B. A VAT receipt is required if the site owner is VAT registered
 Coffee, Tea, Biscuits. (Receipts required) £.....
 Squash, Sweets and Prizes. (VAT receipts required) £.....
 Incidentals, Gas etc. (VAT receipts required) £.....
TOTAL EXPENDITURE (B) £.....
PROFIT (or) LOSS (A - B) £.....

Donation/s £..... Profit from Social £..... Raffle/s £.....

Rally Plaques ordered directly with supplier (Number)
 N.B. - Only **ONE** plaque per Caravan can be ordered.

N.B. If the Landowner is not VAT registered and is therefore unable to issue you with a VAT receipt, the VAT collected on the Site Fee must not be passed on to the Landowner, but should be forwarded to the Club Treasurer as part of your Rally Profit. This will then be passed on to H.M Customs and Excise by the Caravan Club.

This Balance Sheet must be duly completed and sent to the Centre Treasurer accompanied by VAT receipts (whenever possible) not later than seven days after the end of your rally.

All payments by Cheque to be made payable to "The Caravan Club - Dyfed Centre".

The profit made on your Rally will go to cover the cost of your Rally Plaques, and the balance to cover overheads / etc., thus ensuring that your Centre is kept in a healthy financial position.

Signed..... Date.....

RECORDING OF 'NO SHOWS' (Please attach booking slips of 'NO SHOWS' to this sheet)

NAME	MEMBERSHIP No	NAME	MEMBERSHIP No