



Committee Reconciliation Report for _____

Did you take any memberships? Yes; complete step 1, 2, 3 & 4 No; complete step 3 & 4**Step 1:****Membership Tally Table**

Complete this section to include ALL Memberships taken at event (Credit Card, Cash, Cheque & Online)

Membership Type	Rate (pp)	Quantity	Amount	
Adult Membership	\$90.00		\$	
Couple Membership (2 Adults)	\$162.00		\$	
Family Membership (2 Adults & 2 or more children)	\$213.30		\$	
Juvenile Membership (aged 13 years & under 17 years)	\$36.00		\$	
Junior Membership (under 13 years – no magazine)	\$15.30		\$	
Non-Competing (Magazine Subscription)	\$54.00		\$	
Total			\$	(A)

Step 2:**Individual Member Payment Details**

List cheque payments made directly to ACA by the Member

Full Name of Member/s	Chq Number	Amount	
		\$	
		\$	
		\$	
		\$	
Total		\$	(B)

Step 3:**Committee Section**

List cheque payments made by the Committee to ACA

Cheque/s from Committee	Chq/Invoice Number	Amount	
Memberships		\$	(C)
Draft Fees		\$	(D)
Total		\$	(E)

Step 4:**Totals of all Above**

Total Membership payments to send to ACA (step 2 & 3)	B + C (should = A)	\$
Total of all money to send to ACA (step 2 & 3)	B + E	\$

List any campdraft events that you were invoiced for but **DID NOT** run: _____

Name & Position on Committee: _____

Signed: _____

Office Use:	Date payment processed: _____
Payment method: _____ Receipt Reference (& Committee Name if required): _____	
Chq Number: _____ Name on Chq: _____	Total: _____