



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	\$110.00		\$	
Couple Membership (2 Adults)	\$198.00		\$	
Family Membership (2 Adults & 2 or more children)	\$260.70		\$	
Juvenile Membership (aged 13 years & under 17 years)	\$44.00		\$	
Junior Membership (under 13 years – no magazine)	\$18.70		\$	
Non-Competing (Magazine Subscription)	\$66.00		\$	
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: _____	