Sample Event Budget Proposal Breakdown

			Quantity Needed	**Estimated Cost**	**Additional Notes**	
Decorations						
	Flowers*		2 dozen	$50.00		
	Candles		4 dozen	$30.00		
	Balloons*		4 balloon columns	$200.00	*Share information about the vendor and price quote given	
	Total			**$280.00**		
PR						
	Posters		45	$30.00		
	Mailing					
	Promo Item*		50	$50.00	*Provide information about what the item is & price per item.	
	Total			**$80.00**		
Catering*						
	Pizza		5 large	$40.00	*You are encouraged to ask for a price quote from the vendor.	
	Drinks		15	$40.00		
	Cookies		2 dozen	$12.00		
	Total			**$92.00**		
		Total Estimated Cost for Event		**$452.00**		
****Provide as much information as you can.****						