

Symposium Budget Estimate

Expenses	Budgeted	Notes
Airfare	\$600.00	
Airfare	\$600.00	
Airfare	\$600.00	
Airfare	\$600.00	
Airfare Total	\$2,400.00	May also need to include expenses for in-state travel for local attorneys
Per Diem	\$100.00	
Per Diem	\$100.00	
Per Diem	\$100.00	
Per Diem	\$100.00	
Per Diem Total	\$400.00	Per diem does not include catered meals.
Media Services	\$100.00	Video Camera
Local Restaurant	\$300.00	Welcome Dinner, does not include alcohol.
Table & Chair Rental	\$200.00	Three 8' Banquet Tables, 8 Round Tables & 80 chairs
Printing	\$120.00	Name tags, sign-in, programs, misc.
Lodging	\$1,000.00	Two nights, breakfast buffet, shuttles. (MCM Elegante)
Catering Total	\$2,000.00	For 75 people Total & 11 Table clothes
Parking Passes	\$300.00	60 L & M Lot Passes
Print Special Issue	\$1,400.00	

Total Expenses	\$8,220.00
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