

# holiday party budget

food and beverages:	budget:	actual:	running cost:
<b>subtotal:</b>	\$	\$	\$
decorations and supplies:	budget:	actual:	running cost:
invitations			
postage			
floral decorations			
<b>subtotal:</b>	\$	\$	\$
entertainment and bar:	budget:	actual:	running cost:
bar / adult beverages			
paid party help (bartender, kitchen, catering)			
<b>subtotal:</b>	\$	\$	\$
<b>total budget:</b>		<b>total cost:</b>	