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Presidential Inauguration Tentative Budget

University of Texas at Tyler

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TYLER STATE COLLEGE

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TYLER, TEXAS 75701

VICE PRESIDENT FOR FISCAL AFFAIRS

TELEPHONE 214 595-0711

PRESIDENTIAL INAUGURATION

TENTATIVE BUDGET

AUGUST 4, 1975

INCOME

Donations

\$ _____

Total Income

\$

EXPENDITURES

Invitations and Registration

Secretarial Services, 280 hours @ \$2.75 \$ 770

Printing

1st Mailing, Announcements of Inauguration, 1,500 @ 35¢ 525

2nd Mailing, Formal Invitations and Invitations to
Special Events, 1500 @ 70¢ 1,570

3rd Mailing, Information Packet, Schedule of Events,
800 @ 35¢ 280

4th Mailing, Follow-Up to Guests in Attendance,
500 @ 25¢ 125

Other Printing Costs, Art -work, etc. 200

Postage

4300 pcs. @ 15¢ 645

Sub-Total

4,115

Symbols and Historical

Mace \$ 400

Medallion 300

Case for display of medallion 100

Plaque and photoengraved picture 150

Copies of medallion, 50 @ \$8.00 each 400

Picture of President, 24 x 30 300

Frame 150

Photographer 280

Sub-Total

2,080

Presidential Inauguration (Continued)

Music and Entertainment

Symphony for Inaugural Ceremony & Reception	\$1,000	
Band for Inaugural Ball	1,500	
Decorations	<u>200</u>	
Sub-Total		\$ 2,700

Reception

Hors d'oeuvres for 1,000 @ \$2.00	\$2,000	
Service	100	
Decorations	<u>200</u>	
Sub-Total		2,300

Luncheon

Luncheon for 100 @ \$5.00	<u>\$ 500</u>	
Sub-Total		500

Supplies and Expenses

Registration Guese Books, 2 @ \$5.00	10	
Name Tags, 1000 @ 5¢	50	
Flowers for Inauguration Ceremony	100	
Rental of Garden Center Building	35	
Honorarium for Main Speaker	150	
Transportation for Speaker	300	
Rental of Harvey Hall	300	
All Other Expense	<u>1,000</u>	
Sub-Total		1,945

TOTAL EXPENDITURES

\$13,640