10-1-1975

Presidential Inauguration Tentative Budget, Revised

University of Texas at Tyler

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PRESIDENTIAL INAUGURATION
TENTATIVE BUDGET
Revised October 1, 1975

INCOME

* Donations
  Total Income

$__________

$__________

EXPENDITURES

Invitations and Registration

Secretarial Services, 280 hours @ $2.75  $ 770

Printing
  1st Mailing, Formal Invitations and Invitations to
  Special Events, 2,000 @ 50¢  1,000
  2nd Mailing, Information Packet, Schedule of Events,
  800 @ 35¢  280
  3rd Mailing, Follow-up to Guests in Attendance,
  500 @ 25¢  125
  Other Printing Costs, Art-work, etc.
  Program, Printing, 2000 @ $1.00  200

Postage
  3500 pcs. @ 18¢  630

Sub-Total  $ 5,005

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
Music and Entertainment

Organ for Inaugural Ceremony $ 200
Band for Inaugural Ball 1,500
Sub-Total $ 1,700

Refreshments at Inaugural Ball

Hors d'oeuvres for 1,000 @ $2.00 $2,000
Service 100
Decorations 400
Sub-Total 2,500

Luncheon

Luncheon for 100 @ $5.00 $ 500
Sub-Total 500

Supplies and Expenses

Dignitaries, 3 @ $100 $ 300
Registration Guest Books, 2 @ $5.00 10
Name Tags, 1000 @ 5¢ 50
Flowers for Inauguration Ceremony 100
Rental of Garden Center Building 35
Honourarium for Main Speaker 150
Transportation for Speaker 300
Rental of Harvey Hall 300
All Other Expense 1,000
Transportation, 1 bus @ $115 115
Sub-Total 2,360

TOTAL EXPENDITURES $14,145