

Shire of Isenfir  
Event Proposal Worksheet

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Proposed Event: \_\_\_\_\_ Event Date: \_\_\_\_\_

**Staff:**

Event Steward: \_\_\_\_\_ Memb#: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Gate Steward/Troll: \_\_\_\_\_ Memb#: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Head Cook: \_\_\_\_\_

Kitchen Help: \_\_\_\_\_

Minister of the List: \_\_\_\_\_

Marshal in Charge: \_\_\_\_\_

Marshals: \_\_\_\_\_

**Location:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Site Cost: \_\_\_\_\_

Site Notes: \_\_\_\_\_

**Budget:**

Event Costs (upfront): \_\_\_\_\_ Event Costs (total projected): \_\_\_\_\_

Event Revenue: \_\_\_\_\_ Event Profits (projected): \_\_\_\_\_

