Costing Model

Event				
Smith & Jones EMPLOYEE APPRECIATION				
Date	**Invoice Number**			
9-Dec	**056-0217**			
Contact Person				
	John Smith			
Name of Group				
	Smith & Jones			
Bill Settled by: (x)	**Check**	**Credit Card**	**Cash**	**Other**
Number:	Billed to Client			
Deposit (50%) Received	**YES**	**NO**		

Number of People Estimated	1600
Number of People Guarenteed	1572
Contact Person's Phone/e-mail	john@smithjones.blahblah
Address of Group/Contact Person	

FOOD

	Quantity	Unit	Price/Unit	Total
				$ -
				$ -
SYSCO	1		5385.84	$ 5,385.84
GORDON	1		337.99	$ 337.99
				$ -
RETURNS SYSCO	1		-1251.75	$ (1,251.75)
RETURNS GORDON	1		-243.69	$ (243.69)
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
Sub total food				**$ 4,228.39**
Waste - 10% of cost				**$ 422.84**
Total Food				**$ 4,651.23**

CONTROLLABLE COSTS

	Quantity	Unit	Price/Unit	Total
HOTEL	1		$ 172.53	$ 172.53
LINENS	1		$ 93.73	$ 93.73
PROPANE	1		$ 54.50	$ 54.50
DÉCOR	1		$ 79.50	$ 79.50
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
Total Controllable				**$ 400.26**

MENU

SALADS

AMERICAN TOSSED

ITALIAN PASTA SALAD

ENTREES

CHICKEN TERIYAKI

ROAST SIRLOIN OF BEEF

ACCOMPANIMENTS

MASHED POTATOES W/ GRAVY

RICE PILAF

GARDEN VEGETABLE MEDLEY

SERVED WITH:

ROLLS & BUTTER

DESSERT:

ASSORTED PASTRIES
& COOKIES w/ some SUGAR FREE

BEVERAGES:

FREE VEND COFFEE

ICED TEA

PUNCH

LABOR - NAME

	Position	Rate	Hours	Total
INGRID		$ 18.00	21.5	$ 387.00
CHUCK		$ 15.00	10	$ 150.00
ANDY		$ 18.00	17.5	$ 315.00
KRIS		$ 18.00	6	$ 108.00
SANDI		$ 18.00	13	$ 234.00
PAUL		$ 18.00	6	$ 108.00
TOM		$ 18.00	7	$ 126.00
DREAMA		$ 18.00	7	$ 126.00
LUCY		$ 13.50	6.5	$ 87.75
KATHY		$ 16.50	6.5	$ 107.25
SALARY TRANSFER				$ 700.00
Sub total				**$ 2,449.00**
Fringe Benefits @ 30%				**$ 734.70**
Total Labor				**$ 3,183.70**

ACTUALS RECAP

	Cost	People Fed	Total
CHARGES	**$ 8.06**	**1572**	**$ 12,674.25**
LABOR COSTS			$ 3,183.70
FOOD COSTS			$ 4,651.23
CONTROLLABLES			$ 400.26
PROFIT			**$ 4,439.06**

EVENT RECAP

Category	Cost	People Fed	Per Head
Food cost	**$ 4,651.23**	1572	$ 2.96
Labor Cost	**$ 3,183.70**	1572	$ 2.03
Controllable cost	**$ 400.26**	1572	$ 0.25
Sub total	**$ 8,235.19**	1572	$ 5.24
Profit - 25% of Sub total	**$ 2,058.80**	1572	$ 1.31
TOTAL COST FOR EVENT	**$ 10,293.99**	1572	$ 6.55