



Event Revenues

All financial transactions for the Area must go through the area bank account to provide traceability. Expenses for an event should never be paid directly from revenues collected from an event.

In many cases there are expenses incurred by an event prior to the event taking place. The rest of the expenses usually occur during the event. The area is covering all submitted expenses for the event until revenues from the event are received and deposited into the account. It is important that revenues from events are deposited into the area bank account in a timely fashion.

Event Revenues

Event revenues from events sponsored by Scouts Canada – Nepean Area

- **Must be submitted to the Nepean Area Treasurer no later than 14 days after the end of the event**
- **If the event is taking place in August then the event revenues must be submitted to the Area Treasurer at the conclusion of the event (to ensure they can be deposited in the same fiscal year).**
- **Must be accompanied by records indicating the source/break-down of revenues (for example 40 youth at \$5 per youth).**