

The Student Board of The Student Parliament

v/ (name of the officer responsible for funds for academic and political events)

Post box 1202

Date 00.00.00, Place

Report for funds for academic and political events

20XX

.....
(Name of organization)

.....
(Name of responsible person)

Description of the event:

1. Date: .../.../...
2. How many attendees:
 - 2.1 Student share of attendees:
3. Entry price pr. attendend:

Evaluation of the event:

4. What went good:
5. What went bad:
6. Marketing:
7. How the event could been arranged better:

Attachment 1: Accounting

Accounting on how the funds was used. Receipts for all amounts shall be attached as a separate attachment.