



Event Report

Tualatin Valley District

- Within one week after the event, complete and submit an email copy of this report to the district Co-Presidents.
- Submit three copies of the event program (if there was a program) to the district Historian. The Historian submits two copies to MTNA to fulfill music licensing requirements.

Event: _____ Event Chair(s): _____

Date of Event: _____ Time: _____ Location: _____

Name of adjudicator(s): _____

of Teachers: _____ # of Recitals: _____ # of Rooms Used: _____

Income	# of Students	Student Fee	Amount
Registration Fees			
Expenses	Amount		Amount
Facility Rental		Programs	
Piano rental		Awards	
Piano tuning		Copies	
Adjudicators		Other	
Meals & Snacks			
		Total Expenses	
Profit or Loss			

Please include an event summary, comments, concerns, or ideas for next year below: