

MUSIC BUSINESS CONTRACTS

DAILY INCOME AND EXPENSE REPORT

Artist Name:		
Date:		
Location:		
* note all reimbursements are for RECEIPTED expenes only!		

SUMMARY	AMOUNT
Income	
Expense	
DAILY NET	

INCOME	SOURCE	AMOUNT
Performance Fees		
Merchandising		
Other		
TOTAL INCOME		

EXPENSES	LOCATION	AMOUNT
Hotel		
Vehicle		
Travel		
Fuel		
Equipment		
Per Diem		
Tolls/Permits/Taxes		
Other Expenses		
TOTAL EXPENSES		

REPORT DETAIL		
INCOME	NOTES	AMOUNT
PERFORMANCE		
Performance Fees		
Misc		
TOTAL PERFORMANCE		
MERCHANDISING	NOTES	AMOUNT
CDs		
Cassettes		
T-shirts		
Caps		
Other		
TOTAL MERCHANDISE		
OTHER INCOME	SOURCE	AMOUNT
TOTAL OTHER INCOME		
EXPENSES		

HOTEL/LODGING		LOCATION	AMOUNT
Hotel			
Parking			
Meals			
Cleaning			
Phone			
Tips/Misc			
TOTAL HOTEL			
VEHICLE		ITEM	AMOUNT
Parts/Tires			
Repairs			
Rental			
Insurance			
Tax/Misc			
TOTAL VEHICLE			
TRAVEL		ITEM	AMOUNT
Tickets			
Taxi/Transport			
Baggage Fees			
Tips/Misc			
TOTAL TRAVEL			
FUEL		ITEM	AMOUNT
Gas/Diesel			
Oil			
Other			
TOTAL FUEL			
EQUIPMENT		ITEM	AMOUNT
Repairs			
Strings/Sticks			
Lights			
Tape			
Misc.			
TOTAL EQUIPMENT			
PER DIEM			
Road Manager			
Sound Man			
Band Member 1			
Band Member 2			
Band Member 3			
Band Member 4			
Band Member 5			
TOTAL PER DIEM			
TOLLS/TAXES		ITEM	AMOUNT
Road Tolls			
Permits			
Other			
TOTAL TOLLS/TAXES			
OTHER EXPENSES		ITEMIZE	AMOUNT

Misc.		
TOTAL MISC EXPENSES		