

ESSA Career Fair 2016 - Budget								
Category:	Item:	Source:	Details:	Quantity:	Cost:	Total:	Tax (12%)	
Advertising	Printing Service	Staples	Large Colour	1	\$3.00	\$3.00	\$0.36	https://staplescanada.webprint.com/webprint/documents/price_quote.jspa
	Paper			25	\$0.51	\$12.75	\$1.53	
	Bulk Cutting			1	\$1.30	\$1.30	\$0.16	
Food (Wescadia)	Veggie Platter	UBC Westcadia		30	\$65.00	\$65.00	\$9.00	http://catering.ubc.ca
	Fruit Platter			30	\$75.00	\$75.00	\$7.80	
	Pizza Veg			9	\$25.00	\$25.00	\$3.00	
	Pizza Meat			9	\$25.00	\$25.00	\$3.00	
Tables	Table and Chair Rentals			(50 chairs and ~ 15 tables)	\$225.00	\$225.00	\$27.00	
	Table Covers			20	\$1.25	\$25.00	\$3.00	
Thank-yous	Gift Bags			30	\$1.00	\$30.00	\$3.60	
	Thank you cards			8	\$2.00	\$16.00	\$1.92	
	Gifts - personalized note book			70	\$481.00	\$481.00	\$57.72	
Parking	Parking Passes	UBC Parking	Parking	25	\$16.00	\$400.00	\$48.00	
Sub- Total						\$1,384.05		
Tax (12%)						\$166.09		
Total						\$1,550.14		