

## West Wales Centre Rally Balance Sheet

Rally Venue..... Rally Number.....  
 Rally Officer & Assistant.....  
 Night Site Fee £.....Plus VAT or Including Vat

### Income

.....Caravans for 2 nights £.....  
 .....Caravans for 1 night £.....  
 .....Caravans for.....nights £.....

.....Caravan Rally Fee @ £2.50 (max £2.08 for flag) OR £.....  
 .....Caravan Rally Fee @ £4.00 (max £3.33 for flag) (See note below)

.....Electric for .....nights @..... £.....

### Additional Income:

Donation/s £..... Profit from Social £..... £.....

**Total Income (A)** £.....

West Wales Cheque if required. **Cheque number**..... **Amount** £.....

### Expenditure

Either Site Fee. (Paid to Landowner) excluding or including VAT? £.....  
 N.B. A VAT receipt is required if the site owner is VAT registered

Coffee, Tea, Biscuits. (Receipts required) £.....

Miscellaneous, Prizes, Gas etc. (VAT receipts required) £.....

Total Expenditure (B) £.....

Less Retirement Member Discount Vouchers @ £2.50 (please attach) £.....

Less Payments on Card Machine £.....

Less Deposits paid to bank (Committee member to confirm) £.....

**Profit to bank or Loss Take A Total from B Total =** £.....

N.B. If the landowner is not VAT registered and is therefore unable to issue you with a VAT receipt, the VAT collected on Site Fee **must not** be passed on to the landowner, but should be forwarded to the Club Treasurer as part of your Rally Profit. This will then be passed on to H.M. Customs and Excise by The Caravan and Motorhome Club. The Balance Sheet must be duly completed and sent to the Centre Treasurer accompanied by the VAT receipt **not later than 7 days after the end of your rally**. All payments and cheques to be payable to "The Caravan Club -West Wales Centre". The profit made on your rally will go to costs of running the Centre ensuring that our Centre is kept in a healthy financial position.

Marshall to sign..... Date.....

Assistant Marshall to sign..... Date.....

Caravan Rally Fee @ £2.50 only £2.08 or less to be spent for flag 42p to be returned for VAT or £4.00 only £3.33 or less to be spent for flag 67p to be returned for VAT