MINNESOTA HOCKEY EXPENSE FORM (version1M, dtd 10-21-03)

Name:

Your Sub-Acct #

Address:

		up to	$9.00	$12.00	$15.00			Transp.	Travel	Vicinity	Per Mile	Other	Total	Expense	Sub-Acct
Date	Description/Comments-Trip Dates & Reason		Brkfst	Lunch	Dinner	Lodging	Parking	Cost	Mileage	Mileage	0.32	Exp	Expenses	Acct #	#
TOTALS →														←	

Signature **Date**

Approved by Committee Chair

Approved by Controller

( ) Scheduled MN Hockey Meeting
( ) Committee Meeting*
( ) Other*
*Must have approaval of President, VP or Committee Chair

This area for accountant

Paid Stamp

AMOUNT

CHECK #

SUB-ACCOUNT NUMBERS

Sub-Acct #		Sub-Acct #	
51A1	Executive Committee	52A1	President
51B1	Audit	52B1	VP Planning
51C1	Awards	52C1	VP Player Development
51D1	Diversity/Development	52D1	VP Tournaments
51EI	Finance/Budget	52EI	VP Maroon Coordinator
51F1	Girls Committee	52F1	VP Publicity/Promotion
51G1	Grievance	52G1	VP Gold Coordinator
51H1	Handbook	52H1	Secretary/Treasurer
51I1	Junior Gold/Midgets	52I1	Controller
51J1	Juniors	52J1	Director/Women
51K1	Operating Rules/Regulations	52K1	Director H.S. Boys
51L1	Player/Coach/Development	52L1	Director H.S. Girls
51M1	Playing Rules/Safety	52M1	Referee-in-Chief
51N1	Planning	52N1	Coach-in-Chief
51O1	Publicity and Promotion	52O1	Director District TC
51P1	Screening	52P1	Director District 2
51Q1	Adults (Seniors)	52Q1	Director District 3
51R1	Tournaments	52R1	Director District 4
51S1	Initiation Program	52S1	Director District 5
51T1	Coaches Program	52T1	Director District 6
51U1	Camps	52U1	Director District 8
51V1		52V1	Director District 10
51W1	Administrative Mgt. Comm.	52W1	Director District 11
51X1	Executive Administrator	52X1	Director District IR
51Y1	Silver Region	52Y1	Director District 15
51Z1		52Z1	Director District 16
53A1	TPG Commissions	61A1	Youth Select 15
53B1	Board of Directors	61B1	Youth Select 16
53C1	Bank Charges/Int/Deprc	61C1	Youth Select 17
53D1	MIAMA	61D1	STP
53E1	Player Registration	61E1	Boys Chicago Showcase
53F1	MH Foundation	61F1	Great 8
53G1	Hockey Education Program (HEP)	61Gl	Minnkota Girls Dev. Camp
53H1		61H1	Project Prep
53I1		61I1	Girl's Chicago Showcase
53J1		61J1	Girl's Select 15
53K1		61K1	Girl's Select 16 & 17
53L1		61L1	Girl's Select 18 & 19
53M1		61M1	Girl's Maroon & Gold
		61N1	Girl's Junior Festival
		61O1	USA Hockey Meetings
		61P1	MH Golf Tourney
		61Q1	Capital Equipment
		61R1	ACE
		61S1	Girls Player Dev. Coord
		61T1	
		61U1	
		61V1	
		61W1	
		61X1	
		61Y1	
		61Z1	

As of March 25, 2003

REVENUE

Acct #	
3000	**Registration Fees Collected**
3010	MH Registration - Individual
3020	USAH Registration - Individual
3030	USAH Registration - Team
3040	USAH Registration - Coach
3050	Other Registration Fees
3100	**Dev. Program Fees**
3110	Dev. Program Trial Fees
3120	Dev. Program Festival Fees
3130	Dev. Program Team Fees
3140	Program Enrollment Fees
3150	Other Fees Collected
3200	**Event Fees Collected**
3210	Gate Receipts
3220	Programs/Souvenir Sales
3230	Invitational Tourney Sanction Fees
3240	Clothing/Merchandise
3250	
3300	**Corporate Partnerships**
3310	Base Rights Fee
3320	Media Fees
3330	Other
3400	**Other Revenue**
3405	Grants Received
3410	Fines
3415	Contributions
3420	Fund Raising Revenue
3425	Interest Earned
3430	Reimbursements
3435	Auxiliary
3440	Elite HS - Russo
3445	Other Income
	Open Accounts
	3500 - 3900

EXPENSES

Acct #		Acct #		Acct #	
1000	**Ice Time**	**1500**	**Program Administration**	**1900**	**Room & Board**
1010	Ice Time Trials/TryOuts	1505	Accounting	1910	Director/Staff Lodging
1020	Ice Time Games	1510	Postage/Shipping/Freight	1920	Player Lodging
1030	Ice Time Practice	1515	Telephone/Fax	1930	Director/Staff Meals
1040		1520	Copying	1940	Team Meals
		1525	Printing	1950	Team Events
1100	**Event Expenses**	1530	Office Supplies	1960	
1110	Event Programs	1535	Tax Preparation		
1120	Event Trophies & Awards	1540	Secretarial Services	**2000**	**Health/Welfare**
1130	Event Refunds	1545	Bank Charges	2010	Team
1140	Apparel Pay Back	1550	Scorebooks	2020	Staff
1150	Gate Pay Back	1555	Subscriptions	2030	1st Aid/Safety Supplies
1160	Event Staffing	1560			
1170	Merch./Souvenir Payback	1565	Meeting Room Expense	**2100**	**Computer**
		1570	Bad Debts	2110	Computers
1200	**Clothing**	1575	Training Materials	2120	Fax
1210	Uniforms	1580	Awards/Pins	2130	Printer
1220	Player Wearing Apparel	1585	Misc. Expenses	2140	Computer Supplies
1230	Staff Wearing Apparel	1590	Outside Consultant's Fees	2150	Computer Repairs
1240				2160	Office Equipment
1250				2170	Web Site Maintenance
		1600	**USA Hockey Fees Owed**		
1300	**Game Officials**	1610	Player Registration	**2200**	**Employee Expenses**
1310	On-ice Officials	1620	Coach Registration	2210	Employee Salary
1320	Off-ice Officials	1630	Team Registration	2220	Federal W/H
1330	Trainers/EMT	1640	Tourney Sanction Fees	2230	State W/H
1340				2240	FICA
1350		**1700**	**Publicity**	2250	Workmen's Comp.
		1710	Advertising	2260	Employee Benefits
1400	**Stipends**	1720	Promotion	2270	Rent
1410	Director/Asst. Dir./GM	1730	Entertainment	2280	Insurance
1420	Coaches/Instructors	1740		2290	
1430	Counselors	1750			
1440		1760		**2300**	**Commissions**
1450				2310	TPG Sports
		1800	**Travel**	2320	Custom Lettering
		1810	Officer/Direct. Mileage	2330	Dodge Promo
		1820	Staff Mileage		
2500	**Open Accounts**	1830	Team Transportation	**2400**	**Misc. Payments**
2600	**Open Accounts**	1840	Car Rental	2410	Equipment Grants
2700	**Open Accounts**	1850	Air Fare	2420	Diversity Program Grants
2800	**Open Accounts**	1860	Parking	2430	Elite - Russo
2900	**Open Accounts**				