

Festival Production Budget Form

Event Information

Event Name

Date

Venue

Planner/Coordinator

Budget Breakdown

Category	Description	Estimated Cost	Actual Cost	Notes
Venue				
Production (Stage, Sound, Lights)				
Talent/Entertainment				
Permits & Insurance				
Marketing				
Staffing & Security				
Vendors & Supplies				
Contingency				
Other				

Budget Summary

Total Estimated Cost

Total Actual Cost

Difference

Notes