

Quill Theatre
Profit & Loss
September 2016 through August 2017

	Sep '16 - Aug 17
Income	
General Operation Income-Other	
Savings Interest Received	271.24
Checking Interest Received	5.40
Total General Operation Income-Other	276.64
Support	
Grant/Foundation Donations	
Bardathon	3,500.00
The Conciliation Project	650.00
NetworkForGood	100.00
Cameron Foundation	20,000.00
Guilford Foundation	1,500.00
Carpenter Foundation	104,441.57
VCA Grant	11,985.00
CultureWorks	11,000.00
Dominion Foundation	25,100.00
Total Grant/Foundation Donations	178,276.57
Corporate/Business Donations	
Kroger	80.22
Amazon	26.04
Corporate/Business Donations - Other	32.00
Total Corporate/Business Donations	138.26
Patron Donations	
Corporate Donations	198.97
Individual Donations	8,280.22
Board Donations	1,000.00
Golden Chest	5,012.17
Total Patron Donations	14,491.36
Show/Educational Sponsorship	
Foundation Sponsorship	6,925.00
Total Show/Educational Sponsorship	6,925.00
Special Events	
Actor Appearances	600.00
Raffle Ticket Income	318.00
Total Special Events	918.00
Total Support	200,749.19
Revenues	
Season Productions	
historical readings	140.00
Agecroft Special Events	1,400.00
Ticket Income Tour	11,650.00
Co-Production Support	5,000.00
Bootleg	
Bootleg Season Subscriber	75.00
Bootleg - Other	597.91
Total Bootleg	672.91
Ticket Income	101,373.66
Season Tickets Income	12,807.00
Agecroft Ticket Payments	47,959.83
Misc Income	40.24
Total Season Productions	181,043.64

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Educational Program Income	
Workshop & Event Income	5,862.50
Festival Young Company Income	2,256.00
Total Educational Program Income	8,118.50
Total Revenues	189,162.14
Other Income	37.99
Total Income	390,225.96
Gross Profit	390,225.96
Expense	
Educational Program Expenses	
Set Expenses	512.61
Interpreting	255.00
Tour Stage Manager	
performance	2,255.00
rehearsal	350.00
Total Tour Stage Manager	2,605.00
medical	
bills	462.50
Total medical	462.50
Food	745.38
background checks	40.00
materials	61.93
Tour Actors	
rehearsal	2,400.00
performance	14,850.00
Total Tour Actors	17,250.00
Tour Travel & Food	1,680.00
Marketing	119.94
Tour Mileage Reimbursement	470.00
Workshop Personnel	3,347.50
Festival Young Company	
Music Director	100.00
Season Assistant	1,000.00
Total Festival Young Company	1,100.00
Total Educational Program Expenses	28,649.86
Personnel Expenses	
Development Director	25,804.43
Artistic Director	35,466.67
Managing Director	10,000.00
Education Director	22,500.09
Administrative Services Manager	23,000.04
Payroll Tax	8,982.99
Total Personnel Expenses	125,754.22

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Show & Event Expenses	
Show salaries	
Tour Management	225.00
Caterer	150.00
Play Wright	650.00
Asst.Directors	550.00
Multimedia Operator	180.00
Sound Op	230.00
Multimedia Designer	400.00
Sound Consultant	50.00
Directors	8,450.00
Equity Union Pension	210.48
Equity Dues	274.07
Actors	34,460.00
Understudy Pay	210.00
Production Manager	900.00
Stage Manager	4,270.00
Technical Director	700.00
Set Designer	2,750.00
Costume Designer	4,500.00
Lighting Designer	3,500.00
Sound Designer	1,425.00
Properties Master	2,175.00
Fight or Dance Choreographer	900.00
Dialect/Text Coach	600.00
Music Director	1,050.00
Musicians	3,440.00
Set Builder	1,500.00
Set Painter	400.00
Costume Construction	900.00
Wardrobe	1,100.00
Assistant Stage Manager	3,090.00
Crew	625.00
Box Office Manager	150.00
Intern - ASM	200.00
Intern - Acting	200.00
	80,414.55
Total Show salaries	
Production Expenses	
Props - Rental	129.32
Equipment Purchases	325.00
Per Diem	150.00
Mileage Reimburse	220.00
Wardrobe Expense	100.00
LoadIn_Food	140.56
Fuel Transportation	24.92
Props - Materials	1,110.51
Ticket Sales to Vendor	2,187.00
Special Effects Expense	6.31
Richmond City Sales Tax	2,564.52
Royalties	10,109.97
Theater Rental	13,828.00
Set Expenses	4,982.79
Costume Expenses	7,522.90
Lights Expenses	323.01
Sound Expenses	219.47
Prop/Food Expenses	978.51
Weapons Rental	115.65
Dry Cleaning/Laundry	50.00
Scripts	17.95
Season Subscription to Agecroft	1,017.25
	46,123.64
Total Production Expenses	

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Marketing Costs	
Bus.Cards	170.59
Season Brochure	2,385.39
Images	1.00
Media Advertising	18,397.25
Photographer - Promo Shots	2,680.00
Photographer - Show Shots	850.00
Programs	4,123.53
Posters - Printing	905.00
Postcards - Printing/Mailing	8,125.17
Video	800.00
Signs	148.00
Marketing Costs - Other	119.40
	38,705.33
Total Marketing Costs	38,705.33
Total Show & Event Expenses	165,243.52
Special Events	
Fundraiser - Misc	6.01
	6.01
Total Special Events	6.01
General Operating Expenses	
Awards	219.00
Printing	427.46
rehearsal space	700.00
office postage	143.00
Legal Representation	150.00
County Prop Tax	33.21
Education, Conferences, Shows	250.00
Consultants	47,635.63
Liability Insurance	1,781.00
WC Insurance	4,404.00
D&O Insurance	1,058.00
Website, Email and Cloud Fees	2,247.17
Credit Card Ticketing Fees	9,248.80
Fundraiser Software	708.00
Mailer Mailer	479.52
Payroll Processing Fee - DPS	902.46
Phone	353.88
Office Supplies	282.45
Dept of Agriculture Fee	200.00
Memberships	50.00
Miscellaneous	77.12
	71,350.70
Total General Operating Expenses	71,350.70
General Production Expenses	
Season Brochure Design	129.23
Cast/Crew Food	210.83
	340.06
Total General Production Expenses	340.06
Total Expense	391,344.37
Net Income	-1,118.41