



2022-2023 Finance Committee Meeting

Monday, July 24, 2023
3:00 p.m.

Agenda

1. Call to Order Pete Edwards, Chairperson
2. Review and recommend approval of minutes from the last Meeting Pete Edwards, Chairperson
3. Review and recommend approval of the Circle K Fall Training Budget Timothy Cunning
4. Review and recommend approval of the Circle K Fall Training Santa Maria Contract Timothy Cunning
5. Review and recommend approval of the 2024 Circle K DCON Budget Timothy Cunning
6. Review and recommend approval of the 2024 Circle K and Mid-Year South Riverside Convention Center Contract Mark McDonald
7. Review and recommend approval of the Lt Governor Training Wonder Valley Contract Mark McDonald
8. Review and recommend approval of the District Quarterly Financial Statements ending June 30, 2023 Mark McDonald
9. Review and recommend approval of the SLP Quarterly Financial Statements ending June 30, 2023 Timothy Cunning
10. Adjournment Pete Edwards, Chairperson



Kiwanis®

California-Nevada-Hawaii District

www.cnhkiwanis.org

Mark W. McDonald Executive Director / District Secretary

8360 Red Oak Street, Suite 201 • Rancho Cucamonga, CA 91730 Mail to P.O. Box 1327 Rancho Cucamonga, Ca. 91729

Office: 909-989-1500 Ext. 103. Direct Dial 909-736-1703. Fax. 909-989-7779.

2022 – 2023 District Finance Committee Meeting

June 15, 2023

Committee Members Present at the Zoom meeting: Pete Edwards, Chairperson. Valarie Brown-Klingelhofer, Governor. Carol Farris, Governor-Elect. Margo Dutton, Immediate Past Governor. Mark McDonald, District Secretary. Gary Gray, Treasurer. Patricia Larrigan, Brian Dahlquist Joe Dale. Dan Germain, Ayshea Burroughs, Pete Horton. A quorum of committee members was present.

Chairperson Pete Edwards called the meeting to order at 4:00 p.m.

Patricia Larrigan made a motion to approve the minutes of April 11, 2023. Second by Brian Dahlquist. Motion passed.

The 2023 Circle K Fall Training budget was removed from the agenda as it has not been approved by the Circle K Board.

Patricia Larrigan made a motion to recommend to the Board of Trustee approval of the 2023-2024 Circle K General fund Budget. Second by Margo Dutton. Motion passed with one "NO" vote recorded.

Gary Gray moved to recommend approval of the 2023-2024 Key Club General Fund Budget to the District Board of Trustees. Second by Brian Dahlquist. Motion passed.

Brian Dahlquist made a motion to recommend to the District Board of Trustees approval of 2023-2024 KIWIN'S General Fund Budget. Second by Carole Farris. Motion passed.

Brian Dahlquist made a motion to recommend approval of the quarterly District financial statements for the quarter ending March 31, 2023 to the Board of Trustees for approval. Second by Margo Dutton. Motion passed.

Joe Dale moved to adjourn the meeting, Second by Patricia Larrigan.

Chairperson Pete Edwards adjourned the meeting at 4:25 p.m.

Mark W. McDonald
District Secretary

2023 Circle K FTC Budget

| | 2023 | 2022 | 2022 | 2021 | 2021 | 2020 | 2020 | 2019 | 2019 |
|--|---------------------------|-------------------------|-------------------------|-----------------------|-----------------------|-------------------|-------------------|-------------------------|-------------------------|
| | Budget Santa Maria Inn | Actual Old Oak Ranch | Budget Old Oak Ranch | Actual Cedar Crest | Budget Cedar Crest | Actual Virtual | Budget Virtual | Actual Old Oak Ranch | Budget Old Oak Ranch |
| Cash Receipts | | | | | | | | | |
| 22.401.01 Registration (100) \$185.00 | \$18,500.00 | \$20,340.00 | \$52,500.00 | \$37,620.00 | \$84,975.00 | \$4,335.40 | \$4,000.00 | \$75,103.00 | \$95,325.00 |
| 22.401.03 Registration 25 x's \$200.00 | \$0.00 | \$10,075.00 | \$10,000.00 | \$7,040.00 | \$3,990.00 | \$0.00 | \$0.00 | \$18,435.00 | \$4,500.00 |
| 22.401.02 Kiwanis Committee Registration 5 x's \$200.00 | \$1,000.00 | \$0.00 | \$1,225.00 | \$0.00 | \$1,155.00 | \$0.00 | \$0.00 | \$1,395.00 | \$620.00 |
| NEW Souviner Revenue | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,180.00 | \$4,000.00 | \$0.00 | \$0.00 |
| Fundraising Income | \$0.00 | \$0.00 | \$0.00 | \$1,394.85 | | | | | |
| 22.420.01 Ad Sales | \$0.00 | \$0.00 | \$150.00 | \$140.00 | \$150.00 | \$59.15 | \$100.00 | \$170.00 | \$200.00 |
| Total Revenue | \$19,500.00 | \$30,415.00 | \$63,875.00 | \$46,194.85 | \$90,270.00 | \$7,574.55 | \$8,100.00 | \$95,103.00 | \$100,645.00 |
| Disbursements | | | | | | | | | |
| 22.508.00 Audio Visual (Rental of Projection Screen for Duncan Rec Room) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$20.00 | \$0.00 |
| 22.510.00 Audit | \$450.00 | \$614.29 | \$750.00 | \$304.45 | \$750.00 | \$796.27 | \$100.00 | \$585.50 | \$700.00 |
| 22.512.00 Awards (New Member Certificates) | \$250.00 | \$0.00 | \$100.00 | \$0.00 | \$100.00 | \$0.00 | \$0.00 | \$0.00 | \$150.00 |
| 22.520.00 Entertainment (DJ & Prizes for Games) | \$0.00 | \$0.00 | \$200.00 | \$265.00 | \$400.00 | \$195.39 | \$200.00 | \$300.87 | \$400.00 |
| 22.530.02 Friday Board Meals (\$15.00 each) x's 42 meals | \$0.00 | \$0.00 | \$630.00 | \$0.00 | \$1,008.00 | \$0.00 | \$0.00 | \$960.00 | \$1,008.00 |
| 22.530.05 VIP Linen Service | \$0.00 | \$0.00 | \$200.00 | \$0.00 | \$200.00 | \$0.00 | \$0.00 | \$140.00 | \$0.00 |
| 22.530.09 Complimentary Registration (7 x's \$135.00) | \$0.00 | \$0.00 | \$945.00 | \$903.00 | \$903.00 | \$0.00 | \$0.00 | \$960.00 | \$1,070.00 |
| 22.533.00 Rental fee for VIP Flat and Medic Flat | \$0.00 | \$0.00 | \$750.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$635.00 | \$0.00 |
| 22.540.00 Credit Card Fees | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$351.78 | \$0.00 | \$0.00 | \$0.00 |
| 22.550.00 Decorations | \$250.00 | \$59.39 | \$300.00 | \$265.73 | \$275.00 | \$0.00 | \$0.00 | \$189.54 | \$350.00 |
| 22.563.00 Hospitality (Water & Snacks) | \$250.00 | \$240.03 | \$250.00 | \$44.50 | \$150.00 | \$0.00 | \$0.00 | \$159.42 | \$125.00 |
| 22.570.00 Hotel Fees Registration (Housing) 60 x \$117.00 | \$7,020.00 | \$25,120.00 | \$48,000.00 | \$34,872.00 | \$70,047.00 | \$0.00 | \$0.00 | \$73,627.50 | \$83,003.00 |
| 22.570.05 Hotel Fees (4 Meals) 105 x \$97.55 | \$10,242.75 | \$0.00 | \$250.00 | \$300.00 | \$750.00 | \$0.00 | \$0.00 | \$50.00 | \$200.00 |
| 22.570.06 Sound Tech | \$0.00 | \$0.00 | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$500.00 | \$0.00 |
| 22.687.00 New Member Pins (We have 75 in stock cost was \$0.97 each we used 295 last year) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$425.00 | \$0.00 | \$0.00 | \$309.54 | \$425.00 |
| 22.571.00 Incentive Program Prizes | \$100.00 | \$74.47 | \$250.00 | \$241.08 | \$250.00 | \$82.72 | \$100.00 | \$198.63 | \$200.00 |
| 22.662.00 FTC Chair Expenses | \$150.00 | \$0.00 | \$150.00 | \$0.00 | \$150.00 | \$0.00 | \$0.00 | \$0.00 | \$150.00 |
| 22.662.05 Pre-Planning Exepnses | \$0.00 | \$437.34 | \$200.00 | \$0.00 | \$200.00 | \$135.97 | \$200.00 | \$335.18 | \$200.00 |
| 22.666.60 Printing (2020 NO PRINTED PROGRAM) | \$0.00 | \$8.52 | \$2,500.00 | \$663.61 | \$2,500.00 | \$0.00 | \$0.00 | \$1,936.81 | \$2,250.00 |
| 22.670.00 Registration Supplies | \$150.00 | \$77.12 | \$350.00 | \$318.24 | \$300.00 | \$23.53 | \$0.00 | \$466.11 | \$425.00 |
| 22.670.05 Registration Software | \$75.00 | \$0.00 | \$75.00 | \$0.00 | \$75.00 | \$0.00 | \$0.00 | \$0.00 | \$75.00 |
| 22.672.00 Rental of Van | \$0.00 | \$882.04 | \$600.00 | \$325.35 | \$525.00 | \$0.00 | \$0.00 | \$441.81 | \$525.00 |
| 22.686.00 Souvenirs | \$300.00 | \$1,821.89 | \$5,250.00 | \$4,694.94 | \$6,250.00 | \$2,522.22 | \$4,000.00 | \$8,772.88 | \$7,250.00 |
| 22.730.00 Phone | \$50.00 | \$61.81 | \$75.00 | \$59.19 | \$75.00 | \$59.38 | \$0.00 | \$80.01 | \$100.00 |
| 22.740.02 Workshop Expenses | \$100.00 | \$0.00 | \$100.00 | \$0.00 | \$75.00 | \$100.00 | \$100.00 | \$0.00 | \$75.00 |
| NEW Shipping | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$683.45 | \$1,000.00 | \$0.00 | \$0.00 |
| 22.745.00 Donation to DFI's (350 x's \$2.00) | \$0.00 | \$0.00 | \$700.00 | \$0.00 | \$550.00 | \$0.00 | \$400.00 | \$589.00 | \$651.00 |
| Total Expenditures | \$19,387.75 | \$29,396.90 | \$63,125.00 | \$43,257.09 | \$85,958.00 | \$4,950.71 | \$6,100.00 | \$91,257.80 | \$99,332.00 |
| Net Income | \$112.25 | \$1,018.10 | \$750.00 | \$2,937.76 | \$4,312.00 | \$2,623.84 | \$2,000.00 | \$3,845.20 | \$1,313.00 |

Circle K Board Approval: Spring Boards

2018 Budgeted Attendance 684 Paid + 7 comps = 691
 2018 Total Names Registered 657 # Given to Camp 650 - 26 no shows = 631 actual
 2018 Paid fees 650
 2019 Budgeted Attendance 644 Paid + 7 comps = 651
 2019 Total Names Registered 605 # Given to Camp 585 - 16 no shows = 589 actual
 2019 Paid fees 589

The Historic Santa Maria Inn

5/11/2023

Phone: (805) 928-7777

801 S. Broadway, Santa Maria, CA 93454

Fax: (805) 928-0418

| | | | | |
|---------------------------|----------------------|------------------------------|-----------------|--|
| <i>HSMI Sales Person:</i> | Malinda Kothe | <i>Phone:</i> (805) 346-7900 | <i>Contact:</i> | Tim Cunning |
| <i>Organization:</i> | Kiwanis Key Club | | <i>Title:</i> | Director |
| <i>Address:</i> | | | <i>Phone:</i> | 909-736-1705 |
| | | | <i>E-mail</i> | tim@cnhkiwanis.org |

| | | | | | | | | | | | |
|---------------------|----------|------|--|--|-------|------|--|--|--|-------------------|-------|
| MONTH: | November | | | | YEAR: | 2023 | | | | ROOM RATES | |
| DAY: | Fri | Sat | | | | | | | | | |
| DATE: | 11/3 | 11/4 | | | | | | | | | |
| Original Inn 1 Bed | | | | | | | | | | | |
| Original Inn 2 Beds | | | | | | | | | | Fri | \$104 |
| Tower 1 Bed | 5 | 5 | | | | | | | | Sat | \$104 |
| Tower 2 Beds | 25 | 25 | | | | | | | | | |
| Junior Suite | | | | | | | | | | | |
| Total Rooms | 30 | 30 | | | | | | | | | |

Room rates are based on single or double occupancy, rates are net non-commissionable, and are subject to 10% occupancy tax and a 2% assessment fee. Rooms and cribs upon request and availability. Rollaway beds are \$10.00 per stay and subject to availability

Reservation CUT-OFF date is **November 3rd**

| RESERVATIONS METHOD | BILLING INFORMATION |
|---|--|
| Individual Phone Calls | <input checked="" type="checkbox"/> Individual pays all room, tax & incidental charges |
| Reservations #: 800.462.4276 or 805.928.7777 | <input type="checkbox"/> Individual pays incidentals only |
| <i>Please note a credit card number or one night's room and tax is required to guarantee an individual reservation. Group rates are not available online.</i> | <input checked="" type="checkbox"/> Guest room & tax to group account |
| <i>Reservations are available via email at</i> | <input type="checkbox"/> Baggage - \$5.00 R/T per person to group account |
| innkeeper@santamariainn.com | <input type="checkbox"/> Food Service to individual account Breakfast \$13.00 pp incl. |
| <input checked="" type="checkbox"/> Rooming List is due: | <input type="checkbox"/> Food Service to group account Dinner \$37.00 pp incl |
| November 3rd | <input type="checkbox"/> Group account to be direct billed |
| | Deposit as below due by: _____ |
| | Prepaid by: <input type="checkbox"/> Check <input type="checkbox"/> Credit Card |
| | <input type="checkbox"/> Group account to be paid by credit card |
| | Card Holder Name: _____ |
| | Credit Card #: _____ Exp. _____ |

SPECIAL INSTRUCTIONS

Thank you for your interest in the Historic Santa Maria Inn. Kindly sign and return the enclosed copy of this agreement no later than 6/30/2023. The cut-off date for reservations is 11/3/2023. Any reservations made after that will be subject to availability. Rooming list is due on or before November 3rd, 2023.

CONTRACT TERMS

To guarantee rates quoted, the availability of sleeping rooms requested and all other terms of this contract, this contract must be signed and returned to the hotel by **6/30/2023** with deposit, if required as specified above, or the rooms will be canceled. If cancellation of this booking becomes necessary, to avoid forfeiture of any deposits paid or payment of penalties, the hotel must receive written notification of cancellation by **November 3rd**

I have read the above contract and the hotel's group booking policies and I agree to the terms and conditions.

Customer Signature

Date

Hotel Representative

Date

2024 Circle K Convention Budget

| | 2023-24 Budget Riverside | 2022-23 Actual Riverside | 2022-23 Budget Riverside | 2021-22 Actual Westin LAX | 2021-22 Budget Westin LAX | 2020-21 Actual Virtual | 2020-21 Budget Virtual |
|---|--------------------------------|--------------------------------|--------------------------------|---------------------------------|---------------------------------|------------------------------|------------------------------|
| Cash Receipts | | | | | | | |
| 21.401.01 Registration 150 @ \$225.00 | \$33,750.00 | \$22,460.00 | \$74,250.00 | \$32,110.00 | \$85,500.00 | \$4,020.62 | \$4,050.00 |
| 21.401.03 Registration 0 @ \$0.00 | \$0.00 | \$3,135.00 | \$7,400.00 | \$13,610.00 | \$8,600.00 | \$0.00 | \$0.00 |
| 21.401.02 Kiwanis Committee 0 @ \$0.00 | \$0.00 | \$0.00 | \$1,650.00 | \$0.00 | \$1,900.00 | \$0.00 | \$0.00 |
| 21.412.00 Housing Rebate 70 Room Nights x's \$10.00 | \$700.00 | \$0.00 | \$3,000.00 | \$0.00 | \$3,000.00 | \$0.00 | \$0.00 |
| NEW Honor Stoles | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| NEW Souviner Income | \$0.00 | \$1,199.00 | \$0.00 | \$720.00 | \$0.00 | \$3,075.15 | \$2,000.00 |
| 21.420.01 Ads | \$0.00 | \$0.00 | \$250.00 | \$0.00 | \$250.00 | \$118.20 | \$150.00 |
| 21.401.06 Day Passes (Autumn) Lunch & Dinner 5 @ \$100.00 | \$0.00 | \$0.00 | \$500.00 | \$0.00 | \$500.00 | \$0.00 | \$0.00 |
| | \$34,450.00 | \$26,794.00 | \$87,050.00 | \$46,440.00 | \$99,750.00 | \$7,213.97 | \$7,200.00 |
| Disbursements | | | | | | | |
| 21.508.00 Audio Visual (Staging) | \$0.00 | \$263.18 | \$5,500.00 | \$9,759.44 | \$5,500.00 | \$0.00 | \$0.00 |
| 21.510.00 Audit | \$650.00 | \$628.72 | \$750.00 | \$691.36 | \$750.00 | \$824.30 | \$750.00 |
| 21.512.00 Awards (Convention) | \$0.00 | \$290.18 | \$2,500.00 | \$594.66 | \$2,500.00 | \$0.00 | \$500.00 |
| 21.520.00 Band or D.J. (Entertainment) | \$0.00 | \$0.00 | \$450.00 | \$0.00 | \$450.00 | \$0.00 | \$150.00 |
| 21.522.20 Board Officer Pins | \$0.00 | \$202.01 | \$125.00 | \$151.04 | \$125.00 | \$193.06 | \$275.00 |
| 21.530.06 Complimentary Meals, (V.I.P.'s) (16) | \$2,016.00 | \$2,400.73 | \$1,840.00 | \$2,240.16 | \$2,240.00 | \$0.00 | \$0.00 |
| 21.530.07 Complimentary Housing (Board) 2 rooms Thu-Sun, 5 rooms Thu only | \$1,926.00 | \$1,579.86 | \$1,936.00 | \$1,931.16 | \$1,771.00 | \$0.00 | \$0.00 |
| 21.530.09 Complimentary Housing (V.I.P.'s) (20 room nights) | \$3,918.40 | \$2,832.64 | \$3,918.40 | \$3,721.08 | \$2,760.00 | \$0.00 | \$0.00 |
| 21.531 VIP Gifts | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$50.00 |
| 21.533.00 Convention Center Expense | \$5,075.00 | \$1,395.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 21.540.00 Credit Card Service Charges | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$296.30 | \$0.00 |
| 21.550.00 Decorations | \$100.00 | \$0.00 | \$250.00 | \$196.80 | \$250.00 | \$0.00 | \$0.00 |
| 21.562.00 Hawaii Convention Assistance | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 21.565.00 Honor's Reception (Honor Stoles & gifts) | \$0.00 | \$72.57 | \$1,500.00 | \$1,068.33 | \$1,500.00 | \$1,054.00 | \$1,000.00 |
| 21.576.03 Meals (Sat. Dinner) 135 x's \$52.00 | \$7,020.00 | \$9,076.44 | \$22,500.00 | \$12,272.25 | \$27,500.00 | \$51.24 | \$0.00 |
| 21.576.05 Meals (Sunday Brunch) 135 x's \$35.00 | \$4,725.00 | \$8,551.88 | \$16,500.00 | \$9,158.74 | \$20,000.00 | \$0.00 | \$0.00 |
| 21.576.06 Meals (Saturday Lunch) 135 x's \$39.00 | \$5,265.00 | \$8,551.88 | \$18,500.00 | \$10,305.94 | \$22,500.00 | \$58.90 | \$0.00 |
| 21.576.07 Meals (Sunday Board Lunch) \$23.00 | \$690.00 | \$1,022.76 | \$750.00 | \$1,129.22 | \$750.00 | \$0.00 | \$0.00 |
| 21.578.00 Professional Expo | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 21.660.00 Postage | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | (\$1.40) | \$0.00 |
| 21.662.00 Pre-Convention Planning (Tim Expenses) | \$0.00 | \$0.00 | \$500.00 | \$0.00 | \$500.00 | \$70.29 | \$0.00 |
| 21.662.05 Pre-Convention Planning (DCON Chair Expenses) | \$0.00 | \$0.00 | \$100.00 | \$0.00 | \$100.00 | \$0.00 | \$0.00 |
| 21.666.00 Printing (General & Convention Program) | \$0.00 | \$6.14 | \$750.00 | \$91.35 | \$750.00 | \$3.48 | \$0.00 |
| 21.670.00 Registration Supplies (Wristbands, Badge Holders, etc.) | \$500.00 | \$495.86 | \$500.00 | \$515.19 | \$500.00 | \$558.33 | \$0.00 |
| 21.670.05 Registration Software Expense & App fees | \$0.00 | \$0.00 | \$75.00 | \$0.00 | \$75.00 | \$0.00 | \$0.00 |
| 21.672.00 Rental of Van | \$650.00 | \$639.17 | \$450.00 | \$264.73 | \$450.00 | \$0.00 | \$0.00 |
| 21.676.00 Ribbons | \$0.00 | \$0.00 | \$350.00 | \$0.00 | \$350.00 | \$0.00 | \$0.00 |
| 21.686.00 Souvenir Item & T-Shirts | \$0.00 | \$80.00 | \$5,000.00 | \$3,771.33 | \$5,000.00 | \$1,320.50 | \$2,000.00 |
| 21.690.00 Speaker Fees | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 21.706.00 Staff (Tim) Housing, Meals & Travel to Convention | \$800.00 | \$775.65 | \$700.00 | \$783.73 | \$700.00 | \$0.00 | \$0.00 |
| 21.730.00 Telephone | \$100.00 | \$124.22 | \$200.00 | \$118.62 | \$200.00 | \$177.40 | \$0.00 |
| 21.740.00 Workshops | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$75.00 |
| 21.745.00 Donation to ??? | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$423.00 | \$450.00 |
| NEW Shipping | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$65.40 | \$1,000.00 |
| 21.875.00 Transfers | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Total Expenses | \$33,435.40 | \$38,988.89 | \$85,644.40 | \$58,765.13 | \$97,221.00 | \$5,094.80 | \$6,250.00 |
| Net Income | \$1,014.60 | (\$12,194.89) | \$1,405.60 | (\$12,325.13) | \$2,529.00 | \$2,119.17 | \$950.00 |



Presented by
RAINCROSS HOSPITALITY MANAGEMENT CORPORATION
a California Corporation as agent for the City of Riverside

3637 Fifth Street, Riverside, California 92501
Phone (951) 346-4700 Fax (951) 346-4706

5th REVISED CONTRACT

Monday, June 12, 2023

Timothy Cunning
California-Nevada-Hawaii District of Kiwanis International
8360 Red Oak Street, Suite 201
Rancho Cucamonga, CA. 91730

Dear Timothy Cunning,

Thank you for choosing Riverside and the Riverside Convention Center (the "Center") for your event ("Event"). The Center's hospitality team looks forward to ensuring that your event is a success.

It is my pleasure to offer for your approval and signature the following contract ("Contract") regarding use of the Riverside Convention Center. The contract is between Raincross Hospitality Management Corporation dba The Riverside Convention Center ("Center") as Agent for the City of Riverside and **California-Nevada-Hawaii District of Kiwanis International** ("Client").

SECTION I: EVENT DETAIL

A. GROUP/CLIENT*: California-Nevada-Hawaii District of Kiwanis International

NOTE: The Group/Client name listed here must exactly match the name on other required documents, including the Certificate of Insurance.

B. EVENT: Circle K & Kiwanis Mid-Year Convention 2024

C. CONTACT:

Name: Timothy Cunning
Phone: 909-736-1705
Fax:
Email: tim@cnhkiwanis.org

D. EVENT DATES: Thursday, March 21, 2024 through Sunday, March 24, 2024

E. ATTENDEES: 500

F. CLIENT'S PRIMARY CONTACT AT THE CENTER:

Sales Manager's Name: **Pamela Sturrock**
 Phone: **951-346-4708**
 Fax: **951-346-4706**
 Email: **psturrock@riversidecvb.com**

NOTE: A summary of contacts is included in **"QUICK LOOK SUMMARY" in Addendum "A", CONTACT SUMMARY.**

G. TENTATIVE CONTRACT, DEPOSIT, and DEFINITE CONTRACT: Center is holding the above date(s) for Client on a tentative basis until **Friday, July 8, 2022**. If Center has not received a signed contract, the deposit, and applicable Certificate of Insurance by **Friday, July 8, 2022**, the held date(s) will be released, and this Contract will be terminated and of no further force and effect. This Contract will become binding on the parties once Center confirms receipt of the following: 1) A fully executed contract, including all pages initialed and/or signed (by scan, fax or other form of delivery), 2) the specified deposit, 3) a Certificate of Insurance that meets the contractual requirements as listed in **"SECTION II: GENERAL CONTRACT INFORMATION, STANDARDS, AND REQUIREMENTS" item "D. INSURANCE"** and, 4) the Riverside Convention & Visitors Bureau (RCVB) signed hotel(s) contract(s), if applicable.

H. TENTATIVE ROOM BLOCK, SET-UP REQUIREMENTS and CATERING ARRANGEMENTS: Center has tentatively blocked the space listed below according to the information provided by Client. Unless otherwise stated, the Center reserves the right to reset rooms to their standard state or for other events after hours listed below. **PLEASE READ AND REVIEW CAREFULLY. *Please refer to "ADDENDUM B" for Stipulations & Modifications to Agreement.**

| Day/ Date | Time | Function | Location | Set-up | |
|------------------------|-----------------------|---|------------------------|--|------------------------|
| Thursday / Mar 21 2024 | 9:00AM - 24 Hour hold | Office | MR 6 | TBD | |
| Friday / Mar 22 2024 | 24 Hour Hold | Office | MR 6 | TBD | |
| | | SPACE HOLD | Exhibit Hall D | TBD | |
| | | | Raincross Ballroom | | |
| | 9:00AM - 12:00PM | District Board Meeting | MR 7 | U-Shape for 25pp. w/ Theater for 10ppl. | |
| | 1:00PM - 5:00PM | Convention Registration/ Delegate Registration | Upper Concourse | Registration for 800ppl. | |
| | 2:00PM - 5:00PM | Stage Decorating/Opening Session/General Session | Exhibit Halls A&B | Theater for 800ppl. | |
| | 5:00PM - 7:00PM | Fundraising Table | Upper Concourse | Existing | |
| | 5:00PM - 6:00PM | S.A.A Committee Meeting | MR 8 | Theater for max 84ppl. | |
| | 7:00PM - 12:00AM | Contest Judging | MR 9 | Banquet for 30ppl. | |
| | 9:15PM - 10:00PM | | Candidates Meeting | MR 7 | Theater for max 84ppl. |
| | | | Caucus Leaders Meeting | MR 8 | |
| | | | S.A.A Committee | MR 10 | |
| | 10:00PM - 12:00AM | | Caucus Session 1 | Ballroom A | Theater for 150ppl. |
| Ballroom B | | | | | |
| Exhibit Hall C | | | | | |
| MR 2 & 3 | | | | | |
| Meeting Room 4 & 5 | | | | | |

| | | | | | |
|------------------------|-----------------------|---|--------------------------------------|---|---------------------|
| Saturday / Mar 23 2024 | 24 Hour Hold | Office | MR 6 | TBD | |
| | | SPACE HOLD | Exhibit Hall D Raincross Ballroom | TBD | |
| | | Convention Registration/ Delegate Registration | Upper Concourse | Registration for 800ppl. | |
| | 8:00AM - 4:30PM | Caucus Session 2/ Workshops | Ballroom A | MR 2 & 3 Meeting Room 4 & 5 | Theater for 150ppl. |
| | | | Ballroom B | | |
| | | | Exhibit Hall C | | |
| | | | MR 2 & 3 | | |
| | | | Meeting Room 4 & 5 | | |
| | 9:00AM - 12:00PM | McElwain Scholarship Judging | MR 7 | Conference for 10ppl. | |
| | 10:00AM - 11:30AM | Awards Dinner Rehearsal | Exhibit Halls A&B | Banquet for 800ppl. | |
| | 10:00AM - 4:00PM | Fundraising Table | Upper Concourse | Existing | |
| | 12:00PM - 1:00PM | Luncheon | Exhibit Halls A&B | Banquet for 800ppl. | |
| | 2:00PM - 4:30PM | House of Delegates | MR 8/9/10 | Classroom for 80ppl. w/ Theater for 30ppl. | |
| | 5:30PM - 6:30PM | Honors Reception | Ballroom B | Reception for 100ppl. | |
| 7:00PM - 1:00AM | Awards Night/Dance | Exhibit Halls A&B | Banquet for 800ppl. | | |
| 10:00PM - 1:00AM | Karaoke/Casino | Ballroom | Banquet for max 250ppl. | | |
| Sunday / Mar 24 2024 | 24 Hour Hold - 5:00PM | Office | MR 6 | TBD | |
| | 8:30AM - 5:00PM | Rehearsal/ Farewell Session | Exhibit Halls A&B | Theater for 800ppl. | |
| | 1:30PM - 5:00PM | District Board Meeting/ D.O.T.C #1 | MR 7/8/9 | U-Shape for 40ppl. w/ Theater for 20ppl. | |

I. MOVE-IN/MOVE-OUT DAYS: If Client requires additional time to move-in (set-up) or move-out (breakdown) for the Event, or if the details above do not reflect Client's requirements, **Client must immediately contact its Center-designated Sales Manager. Changes to the above arrangements may result in additional costs for room rental, labor, and/or other charges.**

J. ESTIMATED COSTS:

| ESTIMATED COSTS | | | |
|---|--|--|------------------|
| ROOM RENTAL: | \$30,464.00 ++ | Room Rental does NOT include administrative fees or sales tax (++) Currently administrative fees are 21% and sales tax is 8.75%. Note: Administrative fees and sales tax is subject to change prior to Event. | |
| ESTIMATED FOOD & NON-ALCOHOLIC BEVERAGE CREDIT: | (\$30,550.00) | ".65 Cents-for-Dollar" Food & Non-Alcoholic Beverage Credit <i>*applied towards your Room Rental.</i> (Specifically excluding concessions, bar revenue, tax, and administrative fees.) Note: Credit may change based upon final guarantees. (Anticipated Food & Non-Alcoholic Beverage Revenue of \$47,000.00 x .65 Cents-for-Dollar Food & Beverage Credit = \$30,550.00) | |
| REMAINING ROOM RENTAL RESPONSIBILITY: | \$0.00++ | Client Room Rental responsibility is the difference between Room Rental less Food & Non-Alcoholic Beverage Credit. Note: Room Rental may change based on final food & beverage guarantee. | |
| ESTIMATED CONTRACTED COST: | \$47,000.00++ = \$61,846.13 Inclusive | Estimated Contracted Cost is Remaining Room Rental Responsibility plus Anticipated Food & Non-Alcoholic Beverage Revenue. <i>*Amounts listed in Estimated Costs do not include applicable Miscellaneous Fees, Alcoholic Beverages, Audio Visual, Internet, etc.</i> | |
| MEAL MINIMUMS | Breakfast \$23.75++ | Lunch \$26.75++ | Dinner \$35.50++ |

SECTION II. GENERAL CONTRACT INFORMATION, STANDARDS, AND REQUIREMENTS

- A. HOTEL CONTRACTS:** This Contract with the Center will not be considered definite until the Center has confirmed receipt from the Riverside Convention & Visitors Bureau of fully executed hotel(s) contract(s), if applicable, between Client and hotel(s).
- B. CONTRACT PRICING:** Prices in this Contract may not be applicable if the Event takes place more than twelve (12) months after contract execution date, in which case Client should anticipate an increase on food and beverage of no more than five percent (5%) per year.
- C. DEPOSITS AND PAYMENTS:**
- 1.) A deposit of ~~\$1,225.00~~ **\$1,525.00 has been rolled over from 2021 Convention.** This payment, which is non-transferable and non-refundable, will be deducted from the Client's overall balance due.
 - 2.) The **deposit has been received.**
 - 3.) ~~One (1) year prior (03/22/23)~~ to the date of Event, ~~an additional 10% of the estimated Center charges will be due, which equates to \$6,175.00.~~ Any event contracted within a twelve (12) month period will be required to pay a non-transferable and non-refundable deposit in the amount of 15% of the estimated Center charges.
 - 4.) ~~Ninety (90) days prior (12/22/23)~~ to the date of Event, ~~an additional 35% of the estimated Center charges will be due, which equates to \$21,650.00.~~ Any event contracted within a ninety (90) day period shall be required to pay a non-transferable and non-refundable deposit in the amount of 50% of the estimated Center charges when executing this Contract.
 - 5.) **Complete pre-payment of estimated Center charges** is required **four (4) business days (03/15/24)** prior to Event by cash, company printed check, cashier's check, money order or credit card.
 - 6.) If Client has established credit terms in accordance with Center's credit policy, then Client will be bound by terms of that policy.
 - 7.) Before the Event, Client must submit a valid credit card for any additional charges incurred during the Event.

NOTE: A Summary of Important Dates is included in the **"QUICK LOOK SUMMARY" in Addendum "A" IMPORTANT DATES.** *Please refer to "ADDENDUM B" for Stipulations & Modifications to Agreement.

- D. INSURANCE:** Client must procure and maintain insurance that fully covers the risk and indemnity obligations set forth in this Contract, including Commercial General Liability coverage for bodily injury, property damage, contractual liability assumed under this Contract, and any independent contractors, in the amount of \$1,000,000 per occurrence and \$2,000,000 aggregate, plus Worker's Compensation coverage as required by law. **The insurance policy must specifically name the following entities as additional insureds: "Raincross Hospitality Management Corporation dba Riverside Convention Center and the City of Riverside, The Riverside Civic Authority and their respective members, officers, directors, managers, agents and employees."** Client's insurance policy must further state that it will not be canceled or materially changed for any reason without thirty (30) days prior written notice to Center. The policy will not be accepted if it contains a "best effort" modifier or relieves the insurer from any cause whatsoever prior to, during, or subsequent to, the Event date range covered by this Contract. For Events scheduled to begin more than thirty (30) days after the date on which this Contract is executed, Client must provide Center with a final Certificate of Insurance which is fully compliant with the terms of this paragraph of the Contract not less than thirty (30) days before the Event. For Events scheduled to begin less than thirty (30) days after the date on which this Contract is executed, Client must provide a final Certificate of Insurance which is fully compliant with the terms of this paragraph of the Contract at time of fully executed Contract submission.
- E. CALIFORNIA STATE SALES TAX EXEMPTIONS:** If Client requests a California state sales tax exemption, proof of sales tax-exempt status must be provided in the form of a letter from the California Department of Tax and

Administration. For Events scheduled to begin more than thirty (30) days after the date on which this Contract is executed, Client must provide Center with preliminary evidence of sales tax exemption satisfactory to Center on the date of execution, plus a final evidence of sales tax exemption not less than thirty (30) days before the Event. For Events scheduled to begin less than thirty (30) days after the date on which this Contract is executed, Client must provide evidence of sales tax exemption which is fully compliant with the terms of this paragraph of the Contract.

- F. EXTRA SERVICES/RENTAL ITEMS/MISCELLANEOUS FEES:** Facility fees are based upon rates as applicable and as indicated in **"QUICK LOOK SUMMARY" Addendum "A", EXTRA SERVICES/RENTAL ITEMS/MISCELLANEOUS FEES.**
- G. TIME ALLOCATION/ROOM SET CHANGE FEE:** Center may be reserved for Event times beginning as early as 5:00 a.m. and ending as late as 12:00 am. If Client wishes to stay beyond 12:00 am or needs additional time for setup or tear down, Center may remain open for an additional charge. A minimum \$300.00 per room will be charged if Client requires less than a three (3) hour turn-time for any function room. Charges will be based on the labor requirements necessary to accommodate the change. Client must make special arrangements with the assigned Convention Service Coordinator if Client anticipates that its Event will continue past 12:00 am.
- H. LABOR CHARGES:** Most labor charges are included in the estimated costs based upon previous discussions between Center and Client. If Client requires extraordinary services, then Client must make special arrangements with its assigned Convention Service Coordinator. Additional charges may apply for extraordinary services or overtime work, which will be based on current labor overtime rates.
- I. LINEN:** If the Event includes meal service, then Center will provide a choice of black or ivory-colored single-draped tablecloth and black, ivory, or burgundy-colored napkins at no additional cost. If Client desires additional linens, including double-draped linen or special colors, an additional charge will apply.
- J. GUARANTEES FOR MEAL FUNCTIONS:** To ensure the success of the Event, Center must receive Client's confirmed attendance ("Final Guarantee") for each meal function no later than **12:00 Noon PST five (5) business days** (excluding holidays and weekends) **prior to the date of the Event.** Once the Final Guarantee is submitted to Center, the count may not be decreased.
- ❖ **Special Meals:** Client's assigned Convention Service Coordinator is available to consult on preparation, service of special meal requests, and pricing for vegetarian, gluten free, vegan, kosher, halal, and other meals to meet Client or guest dietary restrictions. Special meal menu requests are due 30 days prior to Event as outlined in the **"QUICK LOOK SUMMARY" in Addendum "A", IMPORTANT DATES.** Special meal requests must be included in Final Guarantee numbers.
 - ❖ **Overage:** For every plated event, Center is prepared to serve 3% over the final guarantee, up to a maximum of thirty (30) additional meals. Client will be charged based upon the Final Guarantee or actual number of meals served, whichever is greater. Center will make every effort to accommodate increases to Client's count(s) after the Final Guarantee is due. However, any increases exceeding 10% of the final guarantee will be subject to a 10% surcharge. If the count increases after the Final Guarantee deadline, then the 3% overage will no longer apply.
- K. MEAL MINIMUM:** Breakfast prices begin at ~~\$23.75~~ per person, lunch pricing starts at ~~\$26.75~~ per person, and dinner service is available starting at ~~\$35.50~~ per person. Please refer to current menu selections for pricing. No outside food and beverage may be brought into Center or onto Center's premises. ***Please refer to "ADDENDUM B" for Stipulations & Modifications to Agreement.**
- L. ALCOHOLIC BEVERAGES:** As a venue regulated by the California Department of Alcoholic Beverage Control, Center is the exclusive licensee and provider of alcoholic beverages. Neither Client nor its guests may bring outside

alcohol into the Center or on its premises. Unauthorized alcohol will be confiscated. Center reserves the right to: 1) require proof of legal drinking age and refuse alcoholic beverages to any person who is underage or who cannot produce identification; and 2) refuse alcoholic beverages to any person who appears intoxicated, in Center's sole discretion. Notwithstanding the foregoing, Center may refuse to serve any patron for any reason. Client agrees to fully indemnify and hold Center harmless for any personal injury or property damage arising from or related to the service of alcohol at Client's Event, whether that injury or damage is caused by Client or Client's guests.

- M. CONCESSIONS:** If Client requests concessions, Center will determine the hours of operation and may change hours at its discretion. Center requires a minimum of five hundred (500) people to open concessions, plus a guarantee of \$1,250.00 in sales during a 4-hour period. Client is responsible for no less than the guarantee of \$1,250.00 in sales.
- N. PARKING:** Center offers limited parking adjacent to the Riverside Convention Center in City Lot 33. The City of Riverside owns and manages Lot 33, so the City may establish rules regarding use of its property. Under no circumstances will Center be liable for any injury or property damage to Client or Client's guests that occurs in a City-owned or managed parking area, and Client agrees to fully indemnify and hold Center harmless from any such claim arising from or related to participation in Client's Event. Center can make parking in Lot 33 available at a **cash rate of \$10.00** per vehicle/space/day. Client may host parking for event attendees at a **hosted rate of \$8.00** per vehicle/space/day. If Client requires additional parking, vehicles may use street parking or alternate City parking lots/structures. Center's Sales Manager will provide Client with a map and pricing for overflow parking. If recreational vehicles, trailers, buses, or other oversize vehicles will be used during the Event, then Client must make special arrangements and may incur additional fees.
- O. AUDIO VISUAL (AV):** Client must contract all audio/visual equipment, rigging, labor and any other AV-related services through Center's exclusive in-house provider. All audio/visual charges are per-day and subject to administrative fees and sales tax. See **"QUICK LOOK SUMMARY" in Addendum "A", CONTACT SUMMARY** for Center's exclusive provider of AV services. **Please refer to "ADDENDUM B" for Stipulations & Modifications to Agreement.*
- P. INFORMATION TECHNOLOGY (IT) AND TELECOMMUNICATIONS:** Client must contract all IT and telecommunications services through the Center's exclusive provider. The Center offers 30 min timed complimentary Wi-Fi per day/ per device. If Client wishes to upgrade bandwidth or make other special IT requests, it must request them a minimum of five (5) business days before its Event. IT charges may be subject to sales tax. See **"QUICK LOOK SUMMARY" in Addendum "A", CONTACT SUMMARY** for Center's exclusive provider of IT services.
- Q. ELECTRICAL:** Center provides 120-volt/20-amp wall plug service. If Client requires electrical service beyond Center's existing capacity, Client must contract, at its own cost, a licensed electrical services company approved by Center. Such special electrical service must be arranged in advance. Client should contact its assigned Convention Service Coordinator for the list of Center-approved electrical providers.
- R. DECORATIONS:** Event sets and certain decorations must be approved by the Riverside Fire Department. Client's assigned Convention Service Coordinator will provide guidance. Extraordinary decorations and sets may be subject to additional agreements and charges. Affixing anything to Center's floors, walls, or ceiling requires Center's prior written approval. Use of materials such as confetti, Silly String, or other aerosol-delivered products is not permitted. Open flame candles are expressly prohibited. Please see general terms and conditions for additional restrictions.
- S. RIGHT OF INSPECTION:** To help protect health and safety, Center event staff may enter and inspect all function rooms and/or set bag check stations at Center entry points. If Center event staff observes any activity which reasonably appears to be illegal or dangerous to people or property, then Center event staff may cancel the Event and require Client and Client's guests to vacate the premises. In that instance, Client will remain liable for all fees and charges related to the Event pursuant to the terms of this Contract.

T. SECURITY: A Center security agent patrols the premises and monitors the property 24 hours per day. Additional security agents are available exclusively through Center. Client may contract with Center for security at a rate of \$75.00 per hour, per agent.

U. DAMAGE CLAUSE: Client is responsible for any damage to Center resulting from any acts or omissions of Client and/or its staff, personnel, agents, contractors, invitees, or guests. Before the Event, Center will note any existing damage with Client. Center will do a post-event walkthrough to note any damage that occurred during Client's Event. Client will be charged for the cost to repair any damage that occurred during the Event.

V. PERMITS:

1.) Health Permits:

If Client intends to buy, sell, or give away food items, Client must obtain a Riverside County Health Permit. Permits must be secured and provided to Client's assigned Convention Service Coordinator at least ten (10) days before the Event. To obtain a health permit, contact:

Riverside County Environmental Health Department
4065 County Circle Drive, Riverside, CA 92503
Telephone: 951-358-5172

Office hours are typically Monday through Friday, 8:00 a.m. – 5:00 p.m.

2.) Vendor Seller's Permits:

If the Event includes buying or selling any item, Client must obtain a Seller's Permit from the State Board of Equalization. To obtain a Seller's Permit, contact:

California Department of Tax and Fee Administration
3737 Main Street, Suite 1000, Riverside, CA 92501
Telephone: 951-680-6400

Website: <https://onlineservices.cdtfa.ca.gov/>

Client must obtain written evidence from each seller that it holds a valid California Seller's Permit, or Client must secure a written statement from the seller that it is not offering for sale anything which is subject to sales tax.

3.) Fire Permits:

If the Event includes any of the following, then Client must obtain a Special Event Permit from the Riverside Fire Department:

- ❖ Exhibit booths
- ❖ Containers of flammable liquids
- ❖ Equipment for competition, demonstration, or display
- ❖ Vehicles placed inside an assembly area

An event site plan is required to receive a Fire Permit. Fees related to diagram approval or site inspection are Client's responsibility. Center requires approved diagrams thirty (30) days before the Event. Client must keep a copy of the Fire Permit on property for the duration of the Event and provide a copy to Client's assigned Convention Service Coordinator. To obtain a Fire Permit, contact:

City of Riverside Fire Department Prevention Division,
City Hall, 3900 Main Street - 5th floor, Riverside, CA 92501
Telephone: 951-826-5737

Email: prev@riversideca.gov

Riverside Fire Department office hours are Monday through Friday, 8:00 am – 5:00 pm.

4.) Signs/Flyers:

City of Riverside Municipal Codes 10.16.040 and 19.76.010 prohibit posting unauthorized signs within city limits. Failure to comply with the above codes may result in a fine per sign, and/or a fine per incident imposed by the City of Riverside. Information regarding signs within the city limit can be found at:

W. PACKAGE/MATERIAL DELIVERY: Client is responsible for all packaging and shipping arrangements. Before the Event, Client must provide the assigned Convention Service Coordinator information regarding pre-event delivery and post-event pick-up of Client materials. Any materials received more than forty-eight (48) hours before the Event or left behind forty-eight (48) hours after its conclusion will incur storage charges of \$50.00 per day. Packages shipped to Center should be addressed to:

Attn: **California-Nevada-Hawaii District of Kiwanis International**
Event Date: **Thursday, March 21, 2024**
Vendor Name & Booth #:
Riverside Convention Center
3637 Fifth Street
Riverside, CA 92501

X. ADVERTISING AND PROMOTIONS: In all Client advertising and promotions relating to the Event, Center must be referred to as "The Riverside Convention Center." Use of the Riverside Convention Center's name may be used to describe the location of the Event only. Client may not use the name for any other purposes without Center's prior written consent.

Y. INDEMNIFICATION: To the fullest extent permitted by law, Client agrees to protect, indemnify, defend and hold harmless **Raincross Hospitality Management Corporation, Riverside Convention Center, the City of Riverside and its affiliates, and their respective agents, employees, officers, directors and shareholders (collectively, the "Riverside Convention Center Indemnified Parties")**, from and against all claims, losses or damages to persons or property, governmental charges or fines, penalties, and costs (including reasonable attorney's fees) (collectively, "Claims"), arising out of or relating to the Event that is the subject of this Contract, to the extent such Claims result from (i) the negligence, gross negligence, or intentional misconduct of Client, Client's employees, agents, contractors, and/or attendees, or (ii) breach of any terms and conditions of this Contract by Client, or (iii) Client's failure of compliance with applicable laws or regulations. Nothing in this indemnification will require Client to indemnify the Riverside Convention Center Indemnified Parties for that portion of any Claim arising out of the gross negligence or intentional misconduct of the Riverside Convention Center Indemnified Parties. This paragraph does not waive any statutory limitations on liability, including innkeeper's limitation of liability laws, nor does it waive any defenses a party may have regarding any Claim. This paragraph survives termination or expiration of this Contract.

Z. CANCELLATION: By entering into this Contract, Center has reserved rooms for Client to the exclusion of other business opportunities and relied on Client's estimated revenue figures in "**SECTION I: EVENT DETAIL**" item "**J. ESTIMATED COSTS.**" Client understands that cancellation of its Event will cause Center to lose substantial room rental and food and beverage revenue, which Center cannot recover. Accordingly, changes to or cancellation of the Event and/or function space is subject to the penalties described on "**QUICK LOOK SUMMARY**" in **Addendum "A", CANCELLATION PENALTIES.**

AA. FORCE MAJEURE: The date(s) of the Event are a material term of this Contract. If a "force majeure event" prevents the Event from occurring as and how scheduled pursuant to this Contract, or if it becomes impracticable or illegal for one or both parties to perform their contractual obligations for reasons beyond their reasonable control, then the parties may mutually agree to (i) postpone the Event to an alternative mutually-agreeable date; or (ii) amend this Contract to reduce the number of attendees or size of the group to comply with new orders or regulations; or (iii) terminate this Contract upon immediate written notice, without any liability to either party. Under no circumstances will either party be liable to the other for damages arising from a force majeure event. For the purpose of this

paragraph, a "Force Majeure Event" includes but is not limited to the following occurrences: governmental order or authority that make it illegal or impossible to hold the Event, war, earthquakes, storm, fire, severe storms, labor disputes, threats of and/or civil disorder, terrorist attacks, plague, epidemic, pandemic, outbreaks of infectious disease or any other public health crisis, loss of power, and curtailment of transportation either in the City of Riverside or in the countries/states of origin of the attendees.

BB. LIMITATION OF LIABILITY: Neither Raincross Hospitality Management Corporation dba Riverside Convention Center nor Center is responsible for any loss, damage or injury (bodily or property) that may occur on the property prior to, during, or subsequent to the Event date(s) covered by this Contract. Notwithstanding anything in this Contract to the contrary, in no event will Center's aggregate liability to Client from all causes of action and theories of liability, exceed the actual amount Client owes Center under this Contract.

CC. CONFIDENTIAL INFORMATION: Client and Center agree to maintain this Contract and its terms as "**Confidential Information.**" Each party agrees not to disclose Confidential Information to third parties without the other party's prior written consent, which may be withheld in that party's sole discretion, except that each party may disclose Confidential Information (i) to its directors, officers, employees, and contractors whose duties justify their need to know such information, and who have been informed of their obligation to maintain the confidential, proprietary, and/or trade secret status of such Confidential Information, or (ii) to the extent necessary pursuant to applicable law, regulation, court order, or other legal process, provided the party has given the other party prior written notice of such required disclosure and, to the extent reasonably practicable, has given the other party an opportunity to contest such required disclosure at its own expense. Notwithstanding the above provision, Center may be obligated to provide certain information pursuant to a public records request consistent with its role as agent for the City of Riverside.

DD. ASSIGNMENT: Raincross Hospitality Management Corporation (RHMC) may assign its rights or obligations under this Contract to any entity having as its principal business the management of meeting venues. The City of Riverside will be an authorized assignee of this Contract if RHMC no longer operates as the City's agent. RHMC will have no obligation to perform under this Contract if it no longer acts as the City's agent with respect to Center. Client may not assign its obligations under this Contract.

SECTION III. SIGNATURES

I have read and understood the above contract and agree to be bound by its terms and conditions. I further understand that any portion of this Contract between both parties may not be changed or altered in any way except in writing by either party. A signed copy of this original must be returned to the Sales and Catering Office by **Friday, July 8, 2022** and applicable Certificate of Insurance to hold the allocated space on a definite basis.

Checks should be made payable to: Riverside Convention Center.

**RIVERSIDE CONVENTION CENTER
Raincross Hospitality Management Corporation
3637 Fifth Street
Riverside, CA 92501**

If you have any questions or concerns, contact the Sales and Catering Office at (951) 346-4700.

**RAINCROSS HOSPITALITY MANAGEMENT CORPORATION
dba RIVERSIDE CONVENTION CENTER**
a California Corporation as agent for the City of Riverside

Pamela Sturrock

Date Signed: _____

Mark McDonald

Date Signed: _____

Print Name

8360 Red Oak Street, Suite 201
Rancho Cucamonga, CA. 91730
909-736-1703
mark@cnhkiwanis.org

CC: Tuyen Nguyen-Valenzuela

"QUICK LOOK SUMMARY" ADDENDUM "A"

| CONTACT SUMMARY | | | |
|--|--|--------------|---|
| SERVICE PROVIDER | CONTACT | PHONE NUMBER | EMAIL / WEBSITE |
| Sales Manager RCC | Pamela Sturrock | 951-346-4708 | psturrock@riversidecvb.com |
| Audio Visual PRO AV | Don Purcell | 951-751-7217 | dpurcell@pro-av.com |
| IT & Telecommunications Inland Premier | | 951-530-9609 | RCC@InlandPremier.com |
| Electrical Services | Contact Convention Services Coordinator for approved providers | | |
| Health Permits | Environmental Health Dept. | 951-358-5172 | |
| Vendor Seller Permits | CA Dept of Tax & Fee Administration | 951-680-6400 | https://onlineservices.cdtfa.ca.gov/ |
| Fire Permits | City of Riverside Fire Dept. | 951-826-5737 | prev@riversideca.gov |
| Signs / Flyers | City of Riverside Planning Dept. | 951-826-5371 | |

| IMPORTANT DATES TO BE NOTED | |
|---|---|
| One (1) Year prior to Event (03/22/23) | 10% of all estimated charges are due (\$6,175.00) |
| 90 Calendar Days prior to Event (12/22/23) | 35% of all estimated charges are due (\$21,650.00) |
| 30 Calendar Days prior to Event (02/20/24) | Menu selections, ALL Event details, and proof of Insurance due |
| 5 Business Days prior to Event (03/14/24) | Final Guarantees for Meal Functions due |
| 4 Business Days prior to Event (03/15/24) | Full Pre-payment of Estimated Total Cost due |

| CANCELLATION PENALTIES | |
|------------------------------------|--|
| Number of Days Prior to Event Date | (%) Percent Due |
| Over 180 Calendar Days | 25% of all estimated charges (\$11,750.00) |
| 140-179 Calendar Days | 50% of all estimated charges (\$23,500.00) |
| 90-139 Calendar Days | 75% of all estimated charges (\$35,250.00) |
| Less than 90 Calendar Days | 100% of all estimated charges (\$47,000.00) |

| EXTRA SERVICES/RENTAL ITEMS/MISCELLANEOUS FEES *2020 rates will be honored. | |
|---|---|
| Banners – Hanging fee (per banner) * requires Scissor Lift Operator | \$55.00 -\$160.00 \$50.00 -\$150.00 |
| Forklift Rental (per hour, 2 hour minimum) *operator certification required | \$70.00 -\$65.00 |
| Scissor Lift Rental (per hour, 2 hour minimum) *operator certification required | \$110.00 -\$100.00 |
| Building Clean Up (one-time fee) *waived per Pamela G. Sturrock | \$525.00 \$500.00 |
| Refuse Disposal (one-time charge) *waived per Pamela G. Sturrock | \$230.00 \$220.00 |
| Janitorial Services (per day) *waived per Pamela G. Sturrock | \$350.00 \$300.00 |
| Kitchen Usage (\$175.00/per hour, 4-hour minimum) | \$185.00 -\$175.00 |
| Cake Cutting Fee (per person) | \$2.50++ |
| Carving Fee (per chef) | \$140.00 -\$135.00 |
| Corkage Fee (per standard 750 ml bottle) | \$16.00 ++-\$15.00++ |
| Dance Floor (40x40) | \$225.00 ++-\$200.00++ |
| Piano | \$550.00 -\$500.00 |
| Room Re-Key Charge | \$75.00 |
| Linen for Exhibit Tables (each table, 2 linens per table) | \$5.75 ++-\$5.50++ |
| Exhibit Tables (PER TABLE / PER DAY . Each exhibit table consists of one (1) 8' table, one (1) tablecloth, and two (2) chairs. If additional linens are required, additional costs will apply.) *First 10 Tables Complimentary per Pamela G. Sturrock | \$30.00 ++ \$26.25++ \$34.54 Inclusive reduced per Pamela Sturrock |

ADDENDUM "B" Stipulations & Modifications to Agreement

SECTION I. GENERAL CONTRACT INFORMATION, STANDARDS, AND REQUIREMENTS

H. TENTATIVE ROOM BLOCK, SET-UP REQUIREMENTS and CATERING ARRANGEMENTS

The Center agrees to host a Pre-Planning Meeting & Working Luncheon for up to (20) guests for the Client. Date and time for meeting TBD and subject to availability.

C. DEPOSITS AND PAYMENTS:

Client to submit application for direct bill no earlier than one year prior to event date.

K. MEAL MINIMUM:

\$95.48++ per person = \$125.64 Inclusive includes the following menu below:

| |
|--|
| Saturday Mexican Lunch Buffet: |
| Southwest Salad with Southwest Ranch Dressing |
| Chicken & Beef Fajitas with Tortillas |
| Shredded Cheese, Sour Cream, Pico de Gallo |
| Spanish Rice |
| Refried Beans |
| Churros |
| Coffee and Iced Tea |
| Saturday's Plated Dinner: |
| Salad and Dressing |
| Rolls and Butter |
| Choice of either Chicken or Tri-tip (<i>split entrée *not combination plate</i>) |
| Fresh Vegetables |
| Potatoes |
| Chef's Choice of Dessert |
| Coffee and Iced Tea |
| Sunday's Buffet Breakfast: |
| Assorted Breads and Butter |
| Fresh Fruit |
| Scrambled Eggs |
| Bacon or Sausage |
| Breakfast Potatoes |
| Chilled Juices (Orange, Apple, Cranberry) |
| Coffee and Tea |

Please note: Pizza Buffet is not included in the menu choices above:

Pizza Buffet \$17.33 per person (\$22.80 inclusive)

Sunday District Board Meeting:

Pizza, Salad & Sodas

O. AUDIO VISUAL (AV):

Client will be allowed to bring in their own "OWNED" Audio Visual equipment. All road cases must be permanently labeled with the Organization name and Client AV staff to consult with PRO-AV regarding facility guidelines. Any additional equipment or audio visual technical service that they will need will be rented through in-house AV Company, Pro AV.

CLIENT PLEASE NOTE: IF USAGE OF OWN "OWNED" AV EQUIPMENT IS PREFERRED CLIENT'S TECHNICIAN MUST CONSULT FACILITY GUIDELINES AND SAFETY REQUIREMENTS REGARDING, TRIP HAZARDS, POWER CORDS ETC.

GROUP SALES AGREEMENT

This agreement is made and entered into as of 06/28/2023, by and between **Western Camps Inc, dba Wonder Valley Ranch Resort** (hereinafter referred to as “Wonder Valley”) and **Kiwanis Lietutenant Governor Training Conference** (hereinafter referred to as “Group”). Group agrees that the terms of this Agreement are based upon the information provided by **Kiwanis Lietutenant Governor Training Conference** below.

DESCRIPTION OF GROUP AND EVENT

ORGANIZATION: Cal-Nev-Ha Dist. Kiwanis

CONTACT PERSON:

| | | | |
|-----------------|---------------------------|-------------------|----------------------------|
| Name: | McDonald, Mark | Phone Number: | (909) 736-1703 |
| Job Title: | | Email Address: | mark@cnhkiwanis.org |
| Street Address: | 8360 Red Oak St Suite 201 | City, State, Zip: | Rancho Cucamonga, CA 91730 |

NAME OF EVENT: Kiwanis Lietutenant Governor Training Conference

ARRIVAL DATE: 05/30/2024

EVENT TYPE: Retreat

TIME: 9:00 AM

BOOKING #: 7084340

DEPARTURE DATE: 06/02/2024

TIME: 11:00 AM

GUEST ROOM RESERVATIONS AND GROUP RATES

Wonder Valley will hold the following block of rooms for Group’s Use. Unless indicated in this Agreement, Wonder Valley does not guarantee any particular room locations and guest placement is based on room type and occupancy requirements.

| Kiwanis Lietutenant Governor Training Conference | | | | |
|--|------------|------------|------------|-------|
| Room Type | 05/30/2024 | 05/31/2024 | 06/01/2024 | Total |
| Adjoining Room | | 6 | 6 | 12 |
| Standard 1 King Room | 3 | 6 | 6 | 15 |
| Standard 2 King Room | 13 | 18 | 18 | 49 |
| Total | 16 | 30 | 30 | 76 |

Guest Room Check In Time: 4:00 PM Check Out Time: 11:00 AM

Group Package Rates Include:

- Accommodations
- Two Night:
 - 5 Chefs Choice starting with Dinner first day and ending with Breakfast on the last day
- Three Night:
 - 8 Chefs Choice starting with Dinner first day and ending with Breakfast on the last day
- One Meeting Room and Set-Up
- Use of Recreational Facilities Including
 - Boating and Fishing on Dalton Pond
 - Game Pavilion including Ping Pong & Pool Tables
 - Aquatic Sports Center, Tennis, Basketball, and Volleyball Courts
 - Horseshoe Pits, Swimming Pool
- All Taxes & Service Charges

Group Package Rates:

- Two-Night:
 - Double Occupancy: \$407 per person
 - Single Occupancy: \$454 per person
- Three-Night:
 - Double Occupancy: \$611 per person
 - Single Occupancy: \$682 per person

Optional Activities & Services: Facilities, activities, and services not listed above, are not included in your package. Please contact your Sales Manager for additional add-on rates. Those discussed at the time of booking are listed below for your convenience.

Package Add-On Rates:

Taxes: If package rates are inclusive of state and local taxes, a change in these statutes will result in an adjustment to the contracted rates.

MINIMUM GUARANTEE

Your package is based on a minimum guaranteed payment for **40 Paid Guests**. Guarantee is based on full package overnight guests; Day Use only guests do not apply towards minimum guarantee. If not required sooner, a final head count must be given 15 days prior to arrival. Additional fees may apply for set-ups or accommodation changes after this date. Guarantees of attendance are not subject to reduction. Final charges will be based on your minimum guarantee, final head count, or actual number of attendees, whichever is greater.

BOOKING AND ADVANCE PAYMENT

An advance payment of \$1,000.00 is required to confirm your event reservation and will be credited towards the Group's Master Account. Your event booking is considered tentative until both this payment and signed agreement are received.

METHOD OF RESERVATIONS

Individual room reservations for the Event will be made by submission of a rooming list sent by Group at least 15 days prior to arrival date for the event.

CUTOFF DATE

Reservations must be received on or before 05/10/2024, the "Cutoff Date". At the Cutoff Date, Wonder Valley will review the reservation pickup for the Event, release the unreserved rooms for general sale, and determine whether it can accept additional reservations based on a space-available basis after this date.

NO ROOM TRANSFER BY GUEST

Group agrees that neither Group nor attendees of the Event nor any intermediary shall be permitted to assign any rights or obligations under this Group Sales Agreement, or to resell or otherwise transfer to persons not associated with Group reservations for guestrooms, meeting rooms, or any other facilities made pursuant to this Group Sales Agreement.

BILLING ARRANGEMENTS & PAYMENT SCHEDULE

All charges related to the Group's event will be billed to the Group's Master Account. The following payment schedule will apply:

Upon booking the Event: 25% of estimated event total due

: 50% of estimated event total due

05/23/2024: 100% of total event charges due

Any remaining agreed upon additional expenses due on the last day of the event

Final charges will be based on your minimum guarantee, final head count, or actual number of attendees, whichever is greater. The outstanding balance of Kiwanis Lietutenant Governor Training Conference (less any advance payments and exclusive of disputed charges) will be due and payable upon receipt of the invoice prior to departure on the final event day.

Group will raise any disputed charge(s) within 7 days after receipt of the invoice. Wonder Valley will work with Group in resolving any such disputed charges, the payment of which will be due upon receipt of invoice after resolution of the dispute. If payment of any invoice is not received within thirty (30) days of the date on which it was due, Wonder Valley will impose a finance charge at the rate of 1-1/2% per month or the maximum allowed by law on the unpaid balance commencing on the invoice date.

METHOD OF PAYMENT

Kiwanis Lietutenant Governor Training Conference has indicated that it has elected to use the following form of payment:

Cash, money order, or other guaranteed form of payment

Company check or Electronic Funds Transfer

_____ [agreed alternative]

Credit card (VISA, MasterCard, or AMEX)

CANCELLATION

Group acknowledges that if it cancels or otherwise essentially abandons its planned use of the facility and room night commitment (a "Cancellation"), Wonder Valley will suffer damages. The closer in time the cancellation occurs to the event date, the greater the damages will be. Therefore, Group agrees to pay Wonder Valley at the time of cancellation a liquidated damages fee, as follows:

06/28/2023 to : No fees due. Advance payment will be refunded less \$100 handling fee.

to : 25% of total anticipated revenue

to : 50% of total anticipated revenue

to 05/30/2024: 100% of total anticipated revenue

MULTIPLE CONTRACTS

Wonder Valley may cancel upon written notice to Group any future events booked by Group, or any entity or persons affiliated with Group, whether included in this Agreement or pursuant to any agreements signed prior to or after this Agreement, in any of the following circumstances: (1) Group fails to pay any amounts when due under this Agreement or any other agreement or arrangement with Wonder Valley; (2) Group causes any damage, in Wonder Valley's sole discretion, to Wonder Valley property or reputation; (3) Group violates, in Wonder Valley's opinion, any term of this Agreement.

ADDITIONAL TERMS AND CONDITIONS

LIQUOR LICENSE

Group understands that Wonder Valley's liquor license requires that alcoholic beverages only be dispensed by Wonder Valley employees or bartenders except in individual guest accommodations. Alcoholic beverage service may be denied to those guests who appear to be intoxicated or are under age. Any violation of the alcohol premises license may cause immediate closure of the event and/or individual guests in violation may be asked to vacate the property with no refund of payment.

GROUP SIGNAGE/USE OF WONDER VALLEY NAME

Group shall not use the name/logo of Wonder Valley in any promotional material without prior approval of the General Manager of Wonder Valley. It is further agreed to that any damage to the facility caused by Group signage, banner or displays being affixed to the walls, fixtures, or carpet will be billed to the Group.

SECURITY

Wonder Valley may, in its sole discretion, require Group to take certain security measures in light of the size or nature of the function, which may include the requirement to hire sufficient security personnel from Wonder Valley or Wonder Valley may allow Group to retain an outside service that meets required bonding and insurance requirements and is approved by Wonder Valley prior to the function. If Group hires an outside service in accordance with the above, Group must provide Wonder Valley with a copy of the agreement, which shall indemnify Wonder Valley and its owners, and their parent, subsidiary and affiliated company and their employees, representatives, and agents, from and against any liabilities related to the services.

SMOKING AND DRUG POLICY

Illegal and/or recreational drugs are prohibited on Wonder Valley's property at all times. In addition, smoking is not permitted anywhere inside meeting facilities or overnight accommodations. Guests may smoke tobacco or electronic cigarettes in designated outdoor smoking areas only. To protect the indoor smoke-free environment, Wonder Valley will post a \$250 cleaning fee to the master group account responsible for any individual guest who smokes in their room. Managers will make every effort to communicate to Group which room sustained smoke damages in order for Group to collect fees from the individual(s) responsible. To ensure cooperation and comfort of Group's attendees, Group agrees to advise its attendees of Wonder Valley's smoking policy and Wonder Valley will also advise the attendees in the form of a no-smoking placard inside the sleeping accommodations. Any guests found in possession of any drugs may cause immediate closure of the event and may be asked to vacate the property with no refund of payment.

RATE CHANGES

Wonder Valley reserves the right to increase rates due to unexpected changes in the cost of raw materials or goods, insurance, energy, or otherwise costs which were not known at the time of booking. If the increase is greater than 10%, Group may choose to cancel within 14 days of notification with no penalty other than the

\$100 handling fee. Wonder Valley shall not impose any surcharges on the cost of your function less than 30 days prior to the event date.

PHOTOGRAPHY RELEASE

Unless otherwise requested, Group agrees, on behalf of its attendees, that Wonder Valley may use images from Group's Event for display, advertising, website, blog and magazine submissions and any other means of promotion of Wonder Valley's business, and Wonder Valley has the right to alter the images. Group and its attendees waive any right to payment, royalties or any other consideration for the use of the image. Group and its attendees waive the right to inspect or approve the finished product, including written or electronic copy. Wonder Valley is hereby held harmless and released and forever discharged from all claims, demands, and causes of action which Group, and heirs, representatives, executors, administrators, or any other persons acting on Group's behalf or on behalf of the Group's estates have or may have by reason of this authorization.

GENERAL PROVISIONS

IMPOSSIBILITY

The performance of this Agreement is subject to termination without liability upon the occurrence of any circumstance beyond the control of either party – such as acts of God, war, acts of terrorism, government regulations, natural disasters, strikes (except those involving the employees or agents of the party seeking the protection of this clause), civil disorder, or curtailment of transportation facilities - to the extent that such circumstance makes it illegal or impossible to provide or use Wonder Valley's facilities. The ability to terminate this Agreement without liability pursuant to this paragraph is conditioned upon delivery of written notice to the other party setting forth the basis for such termination as soon as reasonably practical – but in no event longer than ten (10) days – after learning of such basis.

DAMAGE CLAUSE

In the event that damage to Wonder Valley property occurs as a result of any guest related to Group, Group assumes all liability and expense and agrees that, in addition to any other rights as against such guest or others, Wonder Valley may charge Group's master account or directly bill Group for all such charges.

ASSUMPTION OF RISK AND INDEMNIFICATION

In consideration of being permitted to participate in any way in the resort activities included in this Agreement, Group, its attendees, invitees, representatives or assigns, do hereby release, waive, discharge, and covenant not to sue Wonder Valley, its officers, employees, and agents from liability from any and all claims including the negligence of Wonder Valley, its officers, employees and agents, resulting in personal injury, accidents or illnesses (including death), and property loss arising from, but not limited to, participation in the activities. Participation in the included activities carries with it certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. The specific risks vary from one activity to another, but the risks range from 1) minor injuries such as scratches, bruises, and sprains 2) major injuries such as eye injury or loss of sight, joint or back injuries, heart attacks, and concussions to 3) catastrophic injuries including paralysis and death. Group shall indemnify, defend and hold harmless Wonder Valley and its officers, directors, partners, affiliates, members and employees from and against all demands, claims, damages to persons and/or property, losses and liabilities, including reasonable attorney fees (collectively "Claims") arising out of or caused by Group's negligence or intentional misconduct or breaches of their obligations under this Agreement.

GROUP'S PROPERTY

Group agrees Wonder Valley will not be responsible for the safe-keeping of equipment, supplies, written material or other valuable items left in function rooms, guest rooms or anywhere on Wonder Valley's property.

State laws will govern Wonder Valley's liability in the event items are stolen from within individual guest rooms. Group is responsible for securing any such aforementioned items and hereby assumes responsibility for loss thereof. Group may not rely on any verbal or written assurances provided by Wonder Valley staff, other than as provided in this Agreement.

INSURANCE

Property of Group is the sole responsibility of the Group and/or its owner. Group agrees that it has procured sufficient insurance to cover the loss of such property and waives any claims under Wonder Valley's insurance policy for the loss of Group's property or the property of any of its attendees or invitees.

DISPUTE RESOLUTION

Wonder Valley and Group agree to use its best efforts to resolve any disputes under this Agreement through informal means. In the unlikely event that formal action must be taken, this Agreement will be interpreted in accordance with the laws of the State of California and the exclusive venue for any dispute arising out of this Agreement shall be in Fresno County. The prevailing party to any litigation shall be entitled to recover, in addition to damages, all legal costs and reasonable attorney's fees. Group and Wonder Valley agree that any dispute requiring formal action concerning, relating, arising out of or referring to the subject matter of this Agreement shall be resolved exclusively by arbitration.

ENTIRE AGREEMENT AND AMENDMENT

This Agreement and any Exhibits hereto constitutes the entire agreement between the parties and supersedes any previous communications, representations or agreements, whether written or oral. Any amendments to this Agreement must be made in writing and signed by authorized representatives of each party. Any changes, additions, stipulations or deletions including corrective lining out by Group will not be considered agreed to or binding on the other party unless such modifications have been initialed or otherwise approved in writing by the other.

SEVERABILITY

The person(s) signing this Agreement each warrants that they are authorized to bind the party for which they are signing. Any provision of this Agreement that is deemed unenforceable shall be ineffective to the extent of such unenforceability without invalidating or rendering the remainder of this Agreement invalid. Each party shall execute such other and further documents as may be necessary to carry out the intention as well as to comply with the provisions of this Agreement.

RIGHT OF INSPECTION/ENTRY

Wonder Valley reserves the right to enter and inspect all functions. If Wonder Valley observes any illegal activity or activity that may result in harm to persons or objects, Wonder Valley has the right to immediately cancel the event, in which case all of Group's guests and invitees must immediately vacate the meeting room premises. In such event, Group will remain liable for all fees and charges related to the event pursuant to the terms of this Agreement.

COMPLIANCE WITH LAWS

Group shall comply with all Federal, State and local laws, rules and regulations with respect to its activities on Wonder Valley property, including obtaining any permits required for Group's activities during the event. Wonder Valley may require Group to present proof of such compliance prior to the event.

ACCEPTANCE OF AGREEMENT

If a signed original of this Agreement has not been received by Wonder Valley prior to 07/12/2023, Wonder Valley will have the right to contract with other parties for the use of the Guest Room Block and Meeting Room facilities without further notice to Group.

Upon signature, both parties, Kiwanis Lietutenant Governor Training Conference and Wonder Valley shall have executed this Agreement by their authorized representatives in a manner and form sufficient to bind them as of the dates indicated below.

Western Camps Inc, dba Wonder Valley Ranch
Resort & Conference Center

Kiwanis Lietutenant Governor Training Conference

By: *Dillon, Barbara*

By:

Name: Dillon, Barbara

Name: McDonald, Mark

Title: Sales Manager

Title:

Date: 06/28/2023

Date: 06/28/2023

Kiwanis

Cal-Nev-Ha District

www.cnhkiwanis.org

Balance Sheet and Financial Statements
For Quarter Ending
June 30, 2023

Prepared Without Audit

Cal-Nev-Ha District of Kiwanis International

Balance Sheet

As of June 30, 2023

| | Jun 30, 23 | Jun 30, 22 | \$ Change |
|---------------------------------------|-------------------|-------------------|--------------------|
| ASSETS | | | |
| Current Assets | | | |
| Checking/Savings | 181,836.95 | 171,021.83 | 10,815.12 |
| Accounts Receivable | 51,192.23 | 0.00 | 51,192.23 |
| Other Current Assets | | | |
| 114.10 · Merrill Lynch | 85,952.60 | 80,336.84 | 5,615.76 |
| 116 · Cash Clearing | 92.15 | 0.00 | 92.15 |
| 120 · Accounts Receivable | 7,384.24 | 28,670.31 | (21,286.07) |
| 130 · Inventory Asset | 43,971.21 | 29,119.87 | 14,851.34 |
| 140 · Prepaid Expense | 47,706.44 | 53,438.79 | (5,732.35) |
| Total Other Current Assets | 185,106.64 | 191,565.81 | (6,459.17) |
| Total Current Assets | 418,135.82 | 362,587.64 | 55,548.18 |
| Fixed Assets | 13,603.36 | 17,447.36 | (3,844.00) |
| Other Assets | | | |
| 170 · Deposits | 10,500.00 | 10,895.00 | (395.00) |
| Total Other Assets | 10,500.00 | 10,895.00 | (395.00) |
| TOTAL ASSETS | 442,239.18 | 390,930.00 | 51,309.18 |
| LIABILITIES & EQUITY | | | |
| Liabilities | | | |
| Current Liabilities | | | |
| Accounts Payable | 327.00 | 0.00 | 327.00 |
| Credit Cards | 3,056.46 | 3,823.44 | (766.98) |
| Other Current Liabilities | 55,826.01 | 80,504.17 | (24,678.16) |
| Total Current Liabilities | 59,209.47 | 84,327.61 | (25,118.14) |
| Long Term Liabilities | | | |
| 242 · Deferred Revenue Life Member | 24,540.14 | 24,410.81 | 129.33 |
| Total Long Term Liabilities | 24,540.14 | 24,410.81 | 129.33 |
| Total Liabilities | 83,749.61 | 108,738.42 | (24,988.81) |
| Equity | | | |
| 335.01 · Unrestricted Net Assets | 127,123.07 | 129,791.57 | (2,668.50) |
| 340 · Temporarily Restrtd Net Assets | 0.00 | 22,716.85 | (22,716.85) |
| 3900 · Retained Earnings | 135,186.82 | 60.37 | 135,126.45 |
| Net Income | 96,179.68 | 129,622.79 | (33,443.11) |
| Total Equity | 358,489.57 | 282,191.58 | 76,297.99 |
| TOTAL LIABILITIES & EQUITY | 442,239.18 | 390,930.00 | 51,309.18 |

Cal-Nev-Ha District of Kiwanis International
General Fund Budget vs. Actual
 October 2022 through June 2023

| | Oct '22 - Jun 23 | Budget | \$ Over Budget |
|---------------------------------------|-------------------|-------------------|-------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 401 · District Dues | 478,167.82 | 522,500.00 | -44,332.18 |
| 402 · New Member Add Fees | 26,355.94 | 28,500.00 | -2,144.06 |
| 405 · Life Member Fee | 3,600.00 | 5,000.00 | -1,400.00 |
| 406 · Int'l Convention Travel | 4,346.98 | 4,750.00 | -403.02 |
| 411 · Honorary Membership | 60.00 | 100.00 | -40.00 |
| 421 · SLP Operations Support | 51,500.00 | 103,000.00 | -51,500.00 |
| 422 · Foundation Support | 14,517.00 | 21,290.00 | -6,773.00 |
| 423 · KI Support NEW Club Building | 2,208.59 | | |
| 425 · District Sales Items | 25,404.12 | 15,000.00 | 10,404.12 |
| 428 · Printing & Copy Reimbursement | 1,472.74 | 2,000.00 | -527.26 |
| 429 · Shipping Cost Reimbursement | 883.19 | 200.00 | 683.19 |
| 441 · Investment Income | 9,008.32 | 3,000.00 | 6,008.32 |
| Total Income | 617,524.70 | 705,340.00 | -87,815.30 |
| Gross Profit | 617,524.70 | 705,340.00 | -87,815.30 |
| Expense | | | |
| Administrative & Salaries | | | |
| 510 · Salary District Secretary | 80,257.61 | 104,400.00 | -24,142.39 |
| 511 · Salary Director of SLP | 60,520.39 | 78,677.00 | -18,156.61 |
| 512 · Salaries Office Personnel | 98,000.70 | 116,000.00 | -17,999.30 |
| 513 · Salary Part Time & Overtime | 2,745.00 | 2,000.00 | 745.00 |
| 520 · Payroll Taxes | 19,025.36 | 25,163.00 | -6,137.64 |
| 523 · Insurance Worker's Compensation | 1,415.40 | 2,000.00 | -584.60 |
| 524 · Medical Insurance | 27,066.55 | 37,760.00 | -10,693.45 |
| 525 · Vacation Accruals | 4,811.21 | 2,000.00 | 2,811.21 |
| 526 · Pension Plan | 18,988.86 | 24,817.00 | -5,828.14 |
| 534 · Professional Fees | 3,212.50 | 1,000.00 | 2,212.50 |
| 540 · Office Lease & Maintenance | 56,948.81 | 67,749.48 | -10,800.67 |
| 542 · Telephone | 1,676.91 | 2,500.00 | -823.09 |
| 544 · Office Supplies & Expense | 4,756.82 | 3,000.00 | 1,756.82 |
| 546 · Postage & Shipping | 1,729.83 | 1,000.00 | 729.83 |
| 548 · Printing | 2,978.39 | 3,000.00 | -21.61 |
| 549 · Stationery & Envelopes | 113.12 | 200.00 | -86.88 |
| 550 · Insurance and Bonds | 1,175.61 | 1,200.00 | -24.39 |
| 552 · Travel District Secretary | 6,128.60 | 6,500.00 | -371.40 |
| 554 · Tax & License | 24.56 | 500.00 | -475.44 |

Cal-Nev-Ha District of Kiwanis International
General Fund Budget vs. Actual
 October 2022 through June 2023

| | Oct '22 - Jun 23 | Budget | \$ Over Budget |
|--|-------------------|-------------------|-------------------|
| 555 · Computer Software & Supply | 13,130.38 | 18,000.00 | -4,869.62 |
| 556 · Equipment Maintenance | 18.24 | 100.00 | -81.76 |
| 558 · Leased Equipment | 794.61 | 1,000.00 | -205.39 |
| 560 · Staff Travel & Meeting Expense | 1,082.33 | 1,000.00 | 82.33 |
| 561 · Mileage Reimbursement Staff | 69.23 | 200.00 | -130.77 |
| 562 · Dues & Subscriptions | 1,521.50 | 2,000.00 | -478.50 |
| 566 · Audit Fees | 7,336.57 | 5,340.00 | 1,996.57 |
| 579 · Bank Charges & Cash Short | 1,529.75 | 50.00 | 1,479.75 |
| Total Administrative & Salaries | 417,058.84 | 507,156.48 | -90,097.64 |
| District Committees & Cabinet | | | |
| 677 · KI Support NEW Club Bldg | 2,275.59 | | |
| 682 · Membership | 328.29 | 4,000.00 | -3,671.71 |
| 688 · Finance Committee | 0.00 | 100.00 | -100.00 |
| 690 · Inter-Club Committee | 20.40 | | |
| 693 · Patriotism Committee | 53.47 | 100.00 | -46.53 |
| 694 · New Club Building Committee | 2,160.76 | 4,000.00 | -1,839.24 |
| 697 · Teleconferencing | 149.90 | 1,000.00 | -850.10 |
| 699 · Committee Contingency Fund | 442.50 | | |
| Total District Committees & Cabinet | 5,430.91 | 9,200.00 | -3,769.09 |
| District Officers | | | |
| 582 · Governor Travel & Office | 16,550.38 | 25,000.00 | -8,449.62 |
| 588 · Governor Elect Travel & Office | 1,466.44 | 10,000.00 | -8,533.56 |
| 590 · Immediate Past Governor T&O | 1,806.08 | 3,500.00 | -1,693.92 |
| 591 · Parliamentarian | 0.00 | 1,000.00 | -1,000.00 |
| 592 · Treasurer Travel & Office | 673.14 | 3,500.00 | -2,826.86 |
| 600 · Travel Lt Governors | | | |
| Lt Gov Contingency | 0.00 | -20,820.30 | 20,820.30 |
| 602 · Division 02 | 0.00 | 1,220.28 | -1,220.28 |
| 603 · Division 03 | 0.00 | 1,179.08 | -1,179.08 |
| 604 · Division 04 | 325.00 | 1,945.64 | -1,620.64 |
| 605 · Division 05 | 0.00 | 1,604.28 | -1,604.28 |
| 607 · Division 07 | 148.72 | 1,663.16 | -1,514.44 |
| 608 · Division 08 | 169.52 | 1,282.04 | -1,112.52 |
| 610 · Division 10 | 0.00 | 1,215.08 | -1,215.08 |
| 611 · Division 11 | 0.00 | 1,429.08 | -1,429.08 |
| 612 · Division 12 | 75.92 | 1,279.00 | -1,203.08 |
| 613 · Division 13 | 121.80 | 1,561.64 | -1,439.84 |
| 615 · Division 15 | 0.00 | 1,586.20 | -1,586.20 |
| 616 · Division 16 | 0.00 | 1,489.48 | -1,489.48 |
| 618 · Division 18 | 0.00 | 2,020.20 | -2,020.20 |
| 619 · Division 19 | 350.00 | 1,429.40 | -1,079.40 |
| 620 · Division 20 | 477.48 | 2,054.17 | -1,576.69 |
| 621 · Division 21 | 213.32 | 1,558.52 | -1,345.20 |

Cal-Nev-Ha District of Kiwanis International
General Fund Budget vs. Actual
 October 2022 through June 2023

| | Oct '22 - Jun 23 | Budget | \$ Over Budget |
|---|------------------|------------------|-------------------|
| 622 · Division 22 | 1,741.60 | 5,825.00 | -4,083.40 |
| 623 · Division 23 | 0.00 | 1,633.22 | -1,633.22 |
| 624 · Division 24 | 0.00 | 1,147.64 | -1,147.64 |
| 626 · Division 26 | 363.40 | 1,144.62 | -781.22 |
| 627 · Division 27 | 0.00 | 1,195.70 | -1,195.70 |
| 628 · Division 28 | 0.00 | 1,876.64 | -1,876.64 |
| 629 · Division 29 | 0.00 | 615.00 | -615.00 |
| 630 · Division 30 | 0.00 | 525.00 | -525.00 |
| 631 · Division 31 | 0.00 | 1,891.34 | -1,891.34 |
| 632 · Division 32 | 543.80 | 1,712.68 | -1,168.88 |
| 633 · Division 33 | 0.00 | 1,745.74 | -1,745.74 |
| 634 · Division 34 | 252.84 | 1,323.72 | -1,070.88 |
| 635 · Division 35 | 99.84 | 1,612.68 | -1,512.84 |
| 636 · Division 36 | 0.00 | 1,526.76 | -1,526.76 |
| 637 · Division 37 | 345.28 | 1,923.40 | -1,578.12 |
| 639 · Division 39 | 747.00 | 1,927.24 | -1,180.24 |
| 642 · Division 42 | 50.00 | 1,757.16 | -1,707.16 |
| 643 · Division 43 | 0.00 | 2,445.24 | -2,445.24 |
| 644 · Division 44 | 640.86 | 1,613.48 | -972.62 |
| 645 · Division 45 | 0.00 | 987.08 | -987.08 |
| 646 · Division 46 | 0.00 | 1,668.55 | -1,668.55 |
| 647 · Division 47 | 622.04 | 2,205.16 | -1,583.12 |
| Total 600 · Travel Lt Governors | 7,288.42 | 42,000.00 | -34,711.58 |
| 650 · Trustees' Travel & Meeting | | | |
| Trustee Contingency | 0.00 | -13,552.11 | 13,552.11 |
| 651 · Region 01 | 724.72 | 1,907.52 | -1,182.80 |
| 652 · Region 02 | 0.00 | 1,812.88 | -1,812.88 |
| 653 · Region 03 | 0.00 | 1,706.80 | -1,706.80 |
| 654 · Region 04 | 0.00 | 1,838.88 | -1,838.88 |
| 655 · Region 05 | 0.00 | 750.00 | -750.00 |
| 656 · Region 06 | 958.08 | 1,588.24 | -630.16 |
| 657 · Region 07 | 505.68 | 1,516.48 | -1,010.80 |
| 658 · Region 08 | 46.07 | 1,658.96 | -1,612.89 |
| 659 · Region 09 | 767.76 | 1,570.56 | -802.80 |
| 660 · Region 10 | 0.00 | 1,845.02 | -1,845.02 |
| 661 · Region 11 | 0.00 | 1,565.36 | -1,565.36 |
| 662 · Region 12 | 0.00 | 1,456.16 | -1,456.16 |
| 663 · Region 13 | 233.89 | 1,653.76 | -1,419.87 |
| 664 · Region 14 | 917.68 | 1,826.40 | -908.72 |
| 665 · Region 15 | 0.00 | 2,643.01 | -2,643.01 |
| 666 · Region 16 | 460.72 | 1,552.88 | -1,092.16 |
| 667 · Region 17 | 491.88 | 1,509.20 | -1,017.32 |
| 668 · Region 18 | 1,315.87 | 3,150.00 | -1,834.13 |
| Total 650 · Trustees' Travel & Meeting | 6,422.35 | 18,000.00 | -11,577.65 |

Cal-Nev-Ha District of Kiwanis International
General Fund Budget vs. Actual
 October 2022 through June 2023

| | Oct '22 - Jun 23 | Budget | \$ Over Budget |
|---|-------------------|-------------------|--------------------|
| 670 · Lt Governor Training Conference | 21,085.03 | 20,000.00 | 1,085.03 |
| 675 · Trustee Training Conference | 8,477.91 | 8,000.00 | 477.91 |
| Total District Officers | 63,769.75 | 131,000.00 | -67,230.25 |
| Publication Cal-Nev-Ha Magazine | 4,310.00 | 6,600.00 | -2,290.00 |
| Service Leadership Programs | | | |
| 695 · Key Leader Coordinators | 233.89 | 1,000.00 | -766.11 |
| 720 · Circle K Committee | 166.76 | 700.00 | -533.24 |
| 721 · Circle K Administrator | 881.57 | 5,000.00 | -4,118.43 |
| 722 · Key Club Committee | 7,039.27 | 5,700.00 | 1,339.27 |
| 723 · Key Club Administrator | 2,902.61 | 5,000.00 | -2,097.39 |
| 724 · KIWIN'S Committee | 2,297.94 | 1,500.00 | 797.94 |
| 725 · KIWIN'S Administrator | 2,323.65 | 5,000.00 | -2,676.35 |
| 728 · Builders Club Administrator | 1,599.91 | 1,600.00 | -0.09 |
| 730 · K Kids Committee | 1,464.60 | 1,600.00 | -135.40 |
| 731 · Aktion Club Committee | 439.60 | 1,600.00 | -1,160.40 |
| 732 · Travel Director of SLP | 2,935.66 | 4,000.00 | -1,064.34 |
| Total Service Leadership Programs | 22,285.46 | 32,700.00 | -10,414.54 |
| 750 · District Sale Items | 21,790.78 | 10,000.00 | 11,790.78 |
| Total Expense | 534,645.74 | 696,656.48 | -162,010.74 |
| Net Ordinary Income | 82,878.96 | 8,683.52 | 74,195.44 |
| Other Income/Expense | | | |
| Other Income | 425.00 | | |
| Other Expense | | | |
| Reserves & Other Expense | | | |
| 854 · Depreciation | 2,775.00 | 3,700.00 | -925.00 |
| 940 · Int'l Convention Travel Exp | 11.20 | 4,750.00 | -4,738.80 |
| Total Reserves & Other Expense | 2,786.20 | 8,450.00 | -5,663.80 |
| Total Other Expense | 2,786.20 | 8,450.00 | -5,663.80 |
| Net Other Income | -2,361.20 | -8,450.00 | 6,088.80 |
| Net Income | 80,517.76 | 233.52 | 80,284.24 |

Cal-Nev-Ha District of Kiwanis International
2023 Rose Float Budget Report
 October 2022 through June 2023

| | Oct '22 - Jun 23 | Budget | \$ Over Budget |
|---|------------------|-------------------|-------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 26.430 · Rose Float Income | | | |
| 430.01 · Pin Sales | 1,647.86 | 1,600.00 | 47.86 |
| 430.03 · Banner Patch Income | 410.00 | 1,400.00 | -990.00 |
| 430.04 · T-Shirts, Hats & Jackets Sales | 0.00 | 3,000.00 | -3,000.00 |
| 430.05 · Rider Inc | 3,000.00 | 10,000.00 | -7,000.00 |
| 430.07 · Drawing Income | 2,100.00 | 10,000.00 | -7,900.00 |
| 431.05 · Rose Bowl Game Tickets | 0.00 | 6,000.00 | -6,000.00 |
| 431.06 · Rose Parade Ticket Sales | 0.00 | 1,500.00 | -1,500.00 |
| 431.31 · Sponsorships-Pins | 1,575.00 | 2,200.00 | -625.00 |
| 431.32 · Sponsorships-Banner Patches | 350.00 | 1,200.00 | -850.00 |
| 431.33 · Sponsorships-Plaques | 0.00 | 100.00 | -100.00 |
| 431.34 · Sponsorships-Drawing Tickets | 325.00 | 1,000.00 | -675.00 |
| 431.35 · Donations-Rose Float Club | 2,245.00 | 19,000.00 | -16,755.00 |
| 432.02 · KI Support for Rose Float | 50,000.00 | 50,000.00 | 0.00 |
| 26.430 · Rose Float Income - Other | 25,415.44 | | |
| Total 26.430 · Rose Float Income | 87,068.30 | 107,000.00 | -19,931.70 |
| Total Income | 87,068.30 | 107,000.00 | -19,931.70 |
| Gross Profit | 87,068.30 | 107,000.00 | -19,931.70 |
| Expense | | | |
| 26.500 · Rose Float District Project exp | | | |
| 26.566 · Audit Fees | 1,311.68 | 850.00 | 461.68 |
| 26.570 · Booth Expense RF | 0.00 | 700.00 | -700.00 |
| 26.580 · Costumes & Riders | 0.00 | 500.00 | -500.00 |
| 26.639 · Pins - Rose Float | 2,195.64 | 2,000.00 | 195.64 |
| 26.567 · Banner Patches | 350.02 | 500.00 | -149.98 |
| 26.590 · Gala Expense | 0.00 | 2,000.00 | -2,000.00 |
| 26.657 · Transportation | 922.43 | 1,200.00 | -277.57 |
| 26.653 · Rider Gifts | 0.00 | 400.00 | -400.00 |
| 26.615 · Wristbands for Workers | 146.11 | 150.00 | -3.89 |
| 26.560 · Convention & Conference expense | 0.00 | 150.00 | -150.00 |
| 26.665 · Miscellaneous | 130.00 | 300.00 | -170.00 |
| 26.662 · Rose Bowl Game Tickets | 300.00 | 5,200.00 | -4,900.00 |
| 26.663 · Rose Parade Seats | 0.00 | 1,800.00 | -1,800.00 |
| 26.659 · T-Shirts, Jackets & Hats | 0.00 | 1,000.00 | -1,000.00 |
| 26.651 · Printing Rose Float | 155.92 | 200.00 | -44.08 |
| 26.645 · Postage & Mailing Expense | 110.40 | 200.00 | -89.60 |
| 26.642 · Plaques - Sponsors | 0.00 | 100.00 | -100.00 |
| 26.630 · Parade Entry Fee | 4,900.00 | 4,900.00 | 0.00 |
| 26.620 · Office Expense | 383.04 | 650.00 | -266.96 |
| 26.621 · Credit Card Fees | 9.71 | 200.00 | -190.29 |
| 26.603 · Float Construction Cost | 83,990.00 | 84,000.00 | -10.00 |
| Total 26.500 · Rose Float District Project exp | 94,904.95 | 107,000.00 | -12,095.05 |
| Total Expense | 94,904.95 | 107,000.00 | -12,095.05 |
| Net Ordinary Income | -7,836.65 | 0.00 | -7,836.65 |
| Net Income | -7,836.65 | 0.00 | -7,836.65 |

Cal-Nev-Ha District of Kiwanis International
2024 Rose Float Budget Report
October 2022 through June 2023

| | <u>Oct '22 - Jun 23</u> | <u>Budget</u> | <u>\$ Over Budget</u> |
|---|-------------------------|---------------|-----------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 26.430 · Rose Float Income | | | |
| 431.35 · Donations-Rose Float Club | <u>11,000.00</u> | | |
| Total 26.430 · Rose Float Income | <u>11,000.00</u> | | |
| Total Income | <u>11,000.00</u> | | |
| Gross Profit | <u>11,000.00</u> | | |
| Net Ordinary Income | <u>11,000.00</u> | | |
| Net Income | <u><u>11,000.00</u></u> | | |

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07/18/23

Accrual Basis

Cal-Nev-Ha District of Kiwanis International Mid Year South Budget Report

October 2022 through June 2023

| | Oct '22 - Jun 23 | Budget | \$ Over Budget | Oct '22 - Jun 23 |
|--|------------------|--------------|------------------|------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 20.410 · Registration Fees | 17,036.00 | 25,850.00 | -8,814.00 | 17,036.00 |
| 20.412 · Meal Income | 24,330.00 | 23,980.00 | 350.00 | 24,330.00 |
| 20.414 · Booth Sales | 550.00 | 350.00 | 200.00 | 550.00 |
| 20.415 · Merchandise Sales | 2,544.44 | 1,500.00 | 1,044.44 | 2,544.44 |
| Total Income | 44,460.44 | 51,680.00 | -7,219.56 | 44,460.44 |
| Gross Profit | 44,460.44 | 51,680.00 | -7,219.56 | 44,460.44 |
| Expense | | | | |
| 20.555 · Audio Visual Workshops | 300.00 | 500.00 | -200.00 | 300.00 |
| 20.558 · Audio Visual General Session | 4,627.84 | 3,500.00 | 1,127.84 | 4,627.84 |
| 20.561 · Awards | 17.16 | 50.00 | -32.84 | 17.16 |
| 20.566 · Audit Fee | 325.35 | 350.00 | -24.65 | 325.35 |
| 20.582 · Clerical & Accounting | 7,497.61 | 7,500.00 | -2.39 | 7,497.61 |
| 20.591 · Conv Hosted Housing & Meals | 1,851.39 | 1,000.00 | 851.39 | 1,851.39 |
| 20.594 · Credit Card Processing Fees | 1,158.79 | 1,000.00 | 158.79 | 1,158.79 |
| 20.606 · Flowers & Decorations | | 300.00 | -300.00 | |
| 20.616 · Int'l Counselor Housing & Meals | | 1,000.00 | -1,000.00 | |
| 20.618 · Meals | 20,668.03 | 23,976.40 | -3,308.37 | 20,668.03 |
| 20.648 · Pre Planning Expense | 124.86 | 200.00 | -75.14 | 124.86 |
| 20.651 · Printing | 47.80 | 300.00 | -252.20 | 47.80 |
| 20.663 · Registration & Sign Expense | 860.71 | 500.00 | 360.71 | 860.71 |
| 20.666 · Speakers Honorarium & Travel | 5,563.42 | 5,800.00 | -236.58 | 5,563.42 |
| 20.669 · SLP Governors | 606.42 | 522.00 | 84.42 | 606.42 |
| 20.672 · Staff Travel, Meals & Lodging | 1,466.22 | 2,500.00 | -1,033.78 | 1,466.22 |
| 20.679 · Office Supplies | | 200.00 | -200.00 | |
| 20.680 · Merchandise Sold | 1,807.35 | 1,150.00 | 657.35 | 1,807.35 |
| 20.681 · Taxes & Insurance | 602.06 | 550.00 | 52.06 | 602.06 |
| 20.684 · Telephone | 249.30 | 300.00 | -50.70 | 249.30 |
| 20.690 · Van & Truck Rental | 233.33 | 400.00 | -166.67 | 233.33 |
| Total Expense | 48,007.64 | 51,598.40 | -3,590.76 | 48,007.64 |
| Net Ordinary Income | -3,547.20 | 81.60 | -3,628.80 | -3,547.20 |
| Net Income | -3,547.20 | 81.60 | -3,628.80 | -3,547.20 |

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07/18/23

Accrual Basis

Cal-Nev-Ha District of Kiwanis International Mid Year North Revenue & Expense Report

October 2022 through June 2023

| | Oct '22 - Jun 23 | Budget | \$ Over Budget | Oct '22 - Jun 23 |
|--|------------------|------------------|------------------|------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 20.410 · Registration Fees | 14,115.00 | 19,000.00 | -4,885.00 | 14,115.00 |
| 20.412 · Meal Income | 21,336.00 | 19,985.00 | 1,351.00 | 21,336.00 |
| 20.414 · Booth Sales | 125.00 | | | 125.00 |
| 20.415 · Merchandise Sales | 3,092.68 | 3,400.00 | -307.32 | 3,092.68 |
| Total Income | 38,668.68 | 42,385.00 | -3,716.32 | 38,668.68 |
| Gross Profit | 38,668.68 | 42,385.00 | -3,716.32 | 38,668.68 |
| Expense | | | | |
| 20.558 · Audio Visual General Session | 5,286.56 | 3,500.00 | 1,786.56 | 5,286.56 |
| 20.561 · Awards | 13.93 | 50.00 | -36.07 | 13.93 |
| 20.566 · Audit Fee | 337.91 | 250.00 | 87.91 | 337.91 |
| 20.579 · Bank Fee/Cash short-over | 5.52 | | | 5.52 |
| 20.582 · Clerical & Accounting | 5,547.57 | 5,500.00 | 47.57 | 5,547.57 |
| 20.588 · Hotel & Conv Ctr Rent & Fees | 4,061.58 | 200.00 | 3,861.58 | 4,061.58 |
| 20.591 · Conv Hosted Housing & Meals | 1,571.12 | | | 1,571.12 |
| 20.594 · Credit Card Processing Fees | 1,198.81 | 1,200.00 | -1.19 | 1,198.81 |
| 20.606 · Flowers & Decorations | 280.00 | 200.00 | 80.00 | 280.00 |
| 20.618 · Meals | 16,278.25 | 19,985.00 | -3,706.75 | 16,278.25 |
| 20.622 · Music & Entertainment | 500.00 | | | 500.00 |
| 20.648 · Pre Planning Expense | 1,034.31 | 800.00 | 234.31 | 1,034.31 |
| 20.651 · Printing | 30.79 | 100.00 | -69.21 | 30.79 |
| 20.663 · Registration & Sign Expense | 301.26 | 100.00 | 201.26 | 301.26 |
| 20.666 · Speakers Honorarium & Travel | 300.89 | 2,000.00 | -1,699.11 | 300.89 |
| 20.669 · SLP Governors | 902.67 | 600.00 | 302.67 | 902.67 |
| 20.672 · Staff Travel, Meals & Lodging | 4,103.72 | 3,850.00 | 253.72 | 4,103.72 |
| 20.679 · Office Supplies | 7.64 | 100.00 | -92.36 | 7.64 |
| 20.680 · Merchandise Sold | 2,244.31 | 2,380.00 | -135.69 | 2,244.31 |
| 20.681 · Taxes & Insurance | 452.90 | 550.00 | -97.10 | 452.90 |
| 20.684 · Telephone | 249.30 | 250.00 | -0.70 | 249.30 |
| 20.690 · Van & Truck Rental | 538.21 | 600.00 | -61.79 | 538.21 |
| Total Expense | 45,247.25 | 42,215.00 | 3,032.25 | 45,247.25 |
| Net Ordinary Income | -6,578.57 | 170.00 | -6,748.57 | -6,578.57 |
| Net Income | -6,578.57 | 170.00 | -6,748.57 | -6,578.57 |

Cal-Nev-Ha District of Kiwanis International
District Convention Budget Report
 October 2022 through June 2023

| | Oct '22 - Jun 23 | Budget | \$ Over Budget | Oct '22 - Jun 23 |
|--|------------------|-------------------|--------------------|------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 20.410 · Registration Fees | 14,124.00 | 96,950.00 | -82,826.00 | 14,124.00 |
| 20.412 · Meal Income | 11,017.00 | 49,580.00 | -38,563.00 | 11,017.00 |
| 20.414 · Booth Sales | 1,200.00 | 400.00 | 800.00 | 1,200.00 |
| 20.415 · Merchandise Sales | | 4,000.00 | -4,000.00 | |
| 20.416 · Golf Tournament Income | | 4,000.00 | -4,000.00 | |
| Total Income | 26,341.00 | 154,930.00 | -128,589.00 | 26,341.00 |
| Gross Profit | 26,341.00 | 154,930.00 | -128,589.00 | 26,341.00 |
| Expense | | | | |
| 20.555 · Audio Visual Workshops | | 2,500.00 | -2,500.00 | |
| 20.558 · Audio Visual General Session | | 18,000.00 | -18,000.00 | |
| 20.561 · Awards | 297.75 | 1,200.00 | -902.25 | 297.75 |
| 20.566 · Audit Fee | 1,948.86 | 1,950.00 | -1.14 | 1,948.86 |
| 20.570 · Board Meeting Expense | | 500.00 | -500.00 | |
| 20.582 · Clerical & Accounting | 2,609.16 | 25,000.00 | -22,390.84 | 2,609.16 |
| 20.588 · Hotel & Conv Ctr Rent & Fees | | 1,000.00 | -1,000.00 | |
| 20.591 · Conv Hosted Housing & Meals | | 2,800.00 | -2,800.00 | |
| 20.594 · Credit Card Processing Fees | 1,345.14 | 7,500.00 | -6,154.86 | 1,345.14 |
| 20.606 · Flowers & Decorations | | 800.00 | -800.00 | |
| 20.610 · Golf Tournament | | 4,000.00 | -4,000.00 | |
| 20.615 · Hotel Cost, Power & Security | | 1,000.00 | -1,000.00 | |
| 20.616 · Int'l Counselor Housing & Meals | | 2,400.00 | -2,400.00 | |
| 20.618 · Meals | | 52,526.30 | -52,526.30 | |
| 20.622 · Music & Entertainment | | 5,000.00 | -5,000.00 | |
| 20.633 · Past Governors Per Diem | 440.40 | 3,550.00 | -3,109.60 | 440.40 |
| 20.645 · Postage & Shipping Expense | | 100.00 | -100.00 | |
| 20.648 · Pre Planning Expense | 1,701.38 | 1,000.00 | 701.38 | 1,701.38 |
| 20.651 · Printing | 94.25 | 1,000.00 | -905.75 | 94.25 |
| 20.654 · Ribbons & Arm Bands | | 500.00 | -500.00 | |
| 20.663 · Registration & Sign Expense | 483.13 | 900.00 | -416.87 | 483.13 |
| 20.666 · Speakers Honorarium & Travel | | 5,000.00 | -5,000.00 | |
| 20.669 · SLP Governors | | 1,000.00 | -1,000.00 | |
| 20.672 · Staff Travel, Meals & Lodging | 890.43 | 4,500.00 | -3,609.57 | 890.43 |
| 20.675 · Staging Expense | | 200.00 | -200.00 | |
| 20.679 · Office Supplies | | 800.00 | -800.00 | |
| 20.680 · Merchandise Sold | | 3,000.00 | -3,000.00 | |
| 20.681 · Taxes & Insurance | 256.65 | 1,800.00 | -1,543.35 | 256.65 |
| 20.684 · Telephone | 467.44 | 600.00 | -132.56 | 467.44 |
| 20.690 · Van & Truck Rental | 120.00 | 1,000.00 | -880.00 | 120.00 |
| 20.710 · KI Fund Grant-DCON Service Proj | | 1,000.00 | -1,000.00 | |

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Accrual Basis

Cal-Nev-Ha District of Kiwanis International
District Convention Budget Report
October 2022 through June 2023

| | <u>Oct '22 - Jun 23</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>Oct '22 - Jun 23</u> |
|---------------------|-------------------------|-----------------|-----------------------|-------------------------|
| Total Expense | 10,654.59 | 152,126.30 | -141,471.71 | 10,654.59 |
| Net Ordinary Income | 15,686.41 | 2,803.70 | 12,882.71 | 15,686.41 |
| Net Income | <u>15,686.41</u> | <u>2,803.70</u> | <u>12,882.71</u> | <u>15,686.41</u> |

Cal-Nev-Ha District of Kiwanis International
Kiwanis Activities Revenue vs Expense
 October 2022 through June 2023

| | <u>Kiwanis Activities</u> | <u>TOTAL</u> |
|---------------------------------------|---------------------------|------------------------|
| Ordinary Income/Expense | | |
| Income | | |
| 25.400 · Governor's Gift Income | 1,935.00 | 1,935.00 |
| 25.430 · KI Fund Grant - Income | | |
| Aktion Club | 2,036.00 | 2,036.00 |
| SLP Education & Training | 3,000.00 | 3,000.00 |
| Total 25.430 · KI Fund Grant - Income | <u>5,036.00</u> | <u>5,036.00</u> |
| Total Income | <u>6,971.00</u> | <u>6,971.00</u> |
| Gross Profit | 6,971.00 | 6,971.00 |
| Expense | | |
| 20.651 · Printing | 3.56 | 3.56 |
| 25.550 · Governor's Gift - Expense | 2.08 | 2.08 |
| Total Expense | <u>5.64</u> | <u>5.64</u> |
| Net Ordinary Income | <u>6,965.36</u> | <u>6,965.36</u> |
| Net Income | <u>6,965.36</u> | <u>6,965.36</u> |

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Accrual Basis

Cal-Nev-Ha District of Kiwanis International
CLE Revenue vs Expense
October 2022 through June 2023

| | <u>Club Leadership Education</u> | <u>TOTAL</u> |
|---------------------------------------|----------------------------------|-------------------------|
| Ordinary Income/Expense | | |
| Income | | |
| 29.442 · Income Division CLE Training | -400.00 | -400.00 |
| Total Income | -400.00 | -400.00 |
| Gross Profit | -400.00 | -400.00 |
| Expense | | |
| 20.566 · Audit Fee | 114.17 | 114.17 |
| 20.594 · Credit Card Processing Fees | 134.53 | 134.53 |
| 29.645 · Postage CLE | 525.45 | 525.45 |
| 29.679 · Telephone CLE | 93.48 | 93.48 |
| 29.680 · Travel CLE trainers | 407.80 | 407.80 |
| 29.686 · Training Material CLE | 47.00 | 47.00 |
| Total Expense | 1,322.43 | 1,322.43 |
| Net Ordinary Income | -1,722.43 | -1,722.43 |
| Net Income | <u><u>-1,722.43</u></u> | <u><u>-1,722.43</u></u> |

Cal-Nev-Ha District of Kiwanis International
Aktion Club Leadership Training Conference Budget vs. Actual
 October 2022 through June 2023

| | Oct '22 - Jun 23 | Budget |
|--|------------------------|----------------------|
| Ordinary Income/Expense | | |
| Income | | |
| 20.410 · Registration Fees | 37,035.00 | 36,990.00 |
| 20.421 · KI Fund Grant Aktion Club | 18,122.17 | 18,000.00 |
| 20.422 · KI Fund Grant DCON Service Proj | 1,649.00 | 4,000.00 |
| 25.428 · Aktion Club Convention | -120.00 | |
| 422 · Foundation Support | 4,000.00 | |
| Total Income | <u>60,686.17</u> | <u>58,990.00</u> |
| Gross Profit | 60,686.17 | 58,990.00 |
| Expense | | |
| 20.561 · Awards | 200.21 | 400.00 |
| 20.566 · Audit Fee | 682.60 | 400.00 |
| 20.594 · Credit Card Processing Fees | 0.00 | 50.00 |
| 20.615 · Hotel Cost, Power & Security | 600.00 | 500.00 |
| 20.617 · Housing Expense | 42,588.00 | 41,545.00 |
| 20.618 · Meals | 899.24 | 1,500.00 |
| 20.619 · Background Checks | 207.00 | 1,675.00 |
| 20.622 · Music & Entertainment | 7,229.18 | 8,000.00 |
| 20.651 · Printing | 2,944.00 | 3,080.00 |
| 20.666 · Speakers Honorarium & Travel | 220.00 | |
| 20.672 · Staff Travel, Meals & Lodging | 976.51 | 800.00 |
| 20.684 · Telephone | 149.71 | 100.00 |
| 20.690 · Van & Truck Rental | 11.60 | |
| 20.693 · Website Maintenance | 643.40 | 250.00 |
| 20.705 · KI Fund Grant - Aktion Club | 1,639.72 | |
| Total Expense | <u>58,991.17</u> | <u>58,300.00</u> |
| Net Ordinary Income | <u>1,695.00</u> | <u>690.00</u> |
| Net Income | <u><u>1,695.00</u></u> | <u><u>690.00</u></u> |