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| --- |
| **Name of event:** |
| **Date(s) of event:** |
| **Name of group:** |

**Contact info of group’s Chancellor of Exchequer:**

|  |  |
| --- | --- |
| **Modern Name:** | |
| **SCA Name:** | |
| **E-mail:**[exchequer@localgroup.eastkingdom.org](mailto:exchequer@localgroup.eastkingdom.org) | **Phone:** |
| **Address (PayPal check will be sent here after event):** | |
| **Group name for the check(e.g., “SCA *state* Inc. - group name”) to be made payable to:** | |

**Contact info of group’s Seneschal:**

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| **E-mail:** [seneschal@localgroup.eastkingdom.org](mailto:seneschal@localgroup.eastkingdom.org) |

**Contact info of event’s Preregistration Clerk:**

|  |  |
| --- | --- |
| **Modern Name:** | |
| **Name:** | |
| **E-mail:** | **Phone:** |

**Event preregistration info:**

|  |
| --- |
| **Date online preregs OPEN**: |
| **Date online preregs CLOSE (at least 10 days before event starts):** |
| **Total number of feast seats available to sell online:** |

**Standard preregistrationcharges (Please indicate whether USD or CAD.)**: US CA

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| --- |
| Site fee adult NONMEMBER (18 years and older): $ |
| Site fee adult SCA Member (18 years and older): $ |
| Site fee youth (6-17 years old): $ |
| Site fee child (0-5 years old): $ |
| Feast seatadult (18 years and older): $ |
| Feast seatyouth (6-17 old): $ |
| Feast seat child (0-5 years old): $ |

**IF THE PREREGISTRATION CHARGESARE DIFFERENT FROMTHE EXAMPLES ABOVE, PLEASE ENTER THEM BELOW:**

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*For Kingdom Exchequer purposes only:*

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| *Quarterly reports current?* | *NMS reports current?* | *Approved?* |