Journey #41212 Sydney City Stay, FF Perth, FF Auckland, South Island Tour

Ambassadors & Fees Checklist

Status as of 11/11/18

**Ambassador Check List**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Last Name | First Name | Phone | Email | FF Club | Sydney  City Stay | Sydney room mate | NZ SI  Tour | NZ SI Tour room mate | Flights sent to Bain | $25  1/1  Admin fee pd | $780  5/1  Fees  paid | $1025  8/1  Tour  Paid\* | Pass  port Picture  Page | Pic for Perth |
| Bain | Shelley | 515-279-8908  515-330-0091 C | shelleybain@centurylink.net |  | Y | Cherie | Y | Nancy | Y | X | 450 | 1025 | X | X |
| Buttin | Charlotte | 515-279-6542 | cbuttin@gmail.com |  | Y | Mary | -- | -- | Y | X | 780 | -- | X | X |
| Escobar | Jane | 515- 371-7687 | janeescobar@yahoo.com |  | Y | Isabella | Y | Isabella | Y | X | 780 | 1025 | X | X |
| Erwin | Cherie | 360-639-4548 | [cherieerwin@yahoo.com](mailto:cherieerwin@yahoo.com) | WI | Y | Shelley | Y | Kathie | Y | X | 780 | 1025 |  | X |
| Grant | Carol | 641-449-3722 | carolgrant03@gmail.com |  | no | -- | -- | -- | Y | X | 780 | -- | X | X |
| Grant | Jerry | 641-449-3722 | grantjl@mchsi.com |  | no | -- | -- | -- | Y | X | 780 | -- | X | X |
| Holcomb | Claudia | 515-967-6743 | cjfholcomb@gmail.com |  | Y | Janette | -- | -- | Y | X | 780 | -- |  | X |
| House | Janette | 515-537-1252 | j.house@mediacombb.net |  | Y | Claudia | Y | Mary | Y | X | 780 | 1025 | X | X |
| Hurless-Banks | Isabella | 515-278-2067 | imhurless@aol.com |  | Y | Jane | Y | Jane | Y | X | 780 | 1025 |  | -- |
| Jones | Nancy | 785-267-3131  785-230-4033 C | tnjones68@sbcglobal.net | KS | no | -- | Y |  | Y | X | 780 | 1025 | X | X |
| Marshall | Mary | 515-282-0068 | dpmmgm@msn.com |  | Y | Charlotte | Y | Janette | Y | X | 780 | 1025 | X | X |
| Swift | Kathie | 515-279-6166 | kikiswift@q.com |  | Y | Pat | Y | Claudia | Y | X | 780 | 1025 |  | X |
| Thomas | Dean | 319-830-5092 | rdthomas411@gmail.com | CR-IC | Y | Jean | Y | Jean | Y | X | 780 | 1025 | X | X |
| Thomas | Jean | 319-830-5091 | Jeanthomas521@gmail.com | CR-IC | Y | Dean | Y | Dean | Y | X | 780 | 1025 | X | X |
| Westphal | Pat | 515-277-5741 | WestphalP@central.edu |  | Y | Kathie | -- | -- | Y | X | 780 | -- | X | X |
| Winslow | Deborah | 434-825-5502 C | da.winslow1@gmail.com | C- VA | no | -- | -- | -- | Y | X | 780 | -- | X | X |
| Total Due | | | | | | | | | | 400 | 12,150 | 10245 |  |  |
| Total Paid | | | | | | | | | | 400 | 12,150 | 20245 |  |  |
|  |  |  | Sydney Hotel |  | 12 | **5 dbl,**  **I king** | 10 | 5 rooms | 8/16 | 14/16 | 0/16 | 0/10 |  |  |

**Journey Expenses**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Date | Amount actual ppn | Amount  chg’d ppn | Description | Paid by | Total for group | Status | Refund rules |
| 1/01/18 | 25 | 25 | FFGDM Administration fee | Ambassadors (16) | 400.00 | done | not refundable |
| 5/01/18 | 100 | 100 | Amb Coordinator Fee | Ambassadors (16) | 1600.00 |  | not refundable |
|  | 330 | 330 | FFI fees for 2 weeks (not JC)  ($165 x 15 x 2) | Ambassadors (15) | 4950.00 |  | $680 until 6/1, $500 until 7/15, $0 thereafter. |
|  | 15 | 15 | Donations to clubs  ($15 ppn) | Ambassadors (16) | 240.00 |  | 107 USD $150 AUD donation  105 USD $160 NZD donation |
|  | 148 | 160 | Perth Program fee  $200 AUD = $148.37 ppn | Ambassadors (16) | 2560.00 |  | Fee given as AUD. |
|  | 175 | 175 | Auckland program fees  $175 US = $260 NZD | Ambassadors (16) | 2800.00 |  | Fee given as USD. |
|  | 768 | 780 | **Total** |  |  | done |  |
| *6/01/18* |  |  | *refunds* |  |  |  | *$680 of $780 refundable* |
| *7/15/18* |  |  | *refunds* |  |  |  | *$500 of $780 refundable* |
| *7/16/18* |  |  | *refunds* |  |  |  | *$0 of $780 refundable* |
| 7/17/18 |  |  | Payment to FFI  ($165 x 15 x 2) | FFGDM | 4950.00 | done | Via eCheck |
| 7/17/18 |  |  | Payment to Perth  $200 AUD x 16 = $3200 AUD | FFGDM | $2374 sent  $85 short  $2459 total | done | Short $115 AUD (bring to Perth). |
| 7/17/18 |  |  | Payment to Auckland via FFI | FFGDM | 2800.00 | done | Via eCheck as USD |
| 8/15/18 | 1025 | 1025 | South Island Tour fee  1480 NZD = $1007.51 | Ambassadors (10) x $1025USD | 10,250 USD  14,800 NZD | done |  |
| *8/29/18* |  |  | *refunds* |  |  |  | *Full SI refund until 8/29/18, then $0.* |
| 9/10/18 |  |  | Wire transfer to P. Higgins | FFGDM | 14,800 NZD | done | Wired NZD amt, actually $10,202.81 USD + $50 fee + $3 tax = $10,255.81. $5.81 short, take from Admin fee. |
|  |  |  | **Money for JC to carry** |  | $150 AUD |  | For Perth donation |
|  |  |  |  |  | $115 AUD |  | For Perth fee shortage |
|  |  |  |  |  | $160 NZD |  | For Auckland donation |

**Journey Financial Overview**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| INCOME | | | | | |
|  | Amt ppn | Description | Paid by | Total | Misc |
| 25 | FFGDM Administration fee | Amb (16) | 400.00 |  |
| 100 | Amb Coordinator Fee | Amb (16) | 1600.00 |  |
| 330 | FFI fees for 2 weeks (not JC) / ($165 x 15 x 2) | Amb (16) | 4950.00 |  |
| 15 | Donations to clubs ($15 ppn) | Amb (16) | 240.00 |  |
| 160 | Perth Program fee / $200 AUD = $148.37 ppn | Amb (16) | 2560.00 |  |
| 175 | Auckland program fees / $175 US = $260 NZD | Amb (16) | 2800.00 |  |
| 1025 | South Island Tour fee / 1480 NZD = $1007.51 | Amb (10) x $1025USD | 10,250.00 |  |
|  | **Total Income** |  | 22,800.00 |  |
| EXPENSES | | | | | |
|  |  | Admin expenses - 31.49 incurred for meeting materials and refreshments. |  | 31.49 | Paid to Shelley. |
|  | Admin expenses - Bank fees and taxes for wire transfers (123.66) and eCheck ($9) |  | 132.66 | Should have been incorporated in ambassador fees. |
|  | Ambassador Coordinator Fee | FFGDM | 1600.00 | Paid to Shelley. |
|  | Payment to FFI | FFGDM | 4950.00 | Paid to FFI via eCheck by J Carr |
|  | Donations to clubs ($15 ppn) | Shelley | 240.00 | Paid to Shelley. Shelley took $240 USD cash and converted to AUD and NZD to give to host clubs. *Note: Shelley gave ambassadors $10 each because there was no opportunity to give Auckland their donation.* |
|  | Payment to Perth | FFGDM | 2374.00  85.00  = 2459.00 | $2374USD wired by J Carr to Perth bank.  Shelley took $85USD to Perth for shortage and converted to AUD and gave to club.  Reimbursed SB $85. |
|  | Payment to Auckland | FFGDM | 2800.00 | Fee sent as USD via FFI by J Carr. |
|  | South Island Tour fee | FFGDM | 10,202.81 | Wired NZD amt to NZ bank by J Carr. |
|  |  | FFGDM |  |  |
|  | **Total expenses** |  | 22,784.47 |  |
|  |  | **Net** |  | 15.53 | Net kept by FFGDM. |