

# FINAL REPORT



**FINAL REPORTS**  
must be submitted within 60  
days of the completion of  
your project.

## ORGANIZATION INFORMATION

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Name of Organization (please print)

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Mailing Address

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City

Postal Code

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Phone

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Email Address

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## SUBMITTING OFFICER

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Name (please print)

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Position

The figures in this Final Report represent a true and accurate statement of revenues and expenses.

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Signature of Submitting Officer

Date

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## ASSESS YOUR PROJECT

**1) Written Assessment:** On a single page, assess your completed project. Indicate how/if the project changed from the original application and describe its impact for your organization, audience and participants as well as your community. Indicate how many participants and/or audience members were involved.

**2) Final Budget:** On a separate page provide a detailed final project budget showing revenues and expenses. Indicate any significant changes from the original budget.



**John McLachlan**  
Program Coordinator  
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**Send within 60 days of project completion to:**  
**BC Touring Council c/o John McLachlan**  
**4000 Parnell Road, Hornby Island, BC V0R 1Z0**