

### Simple Trade Show Budget

	<b>Trade Show Budget</b>	<b>Estimate</b>	<b>Actual</b>
1	Space rental	\$	\$
2	Display & Graphics	\$	\$
3	Marketing Material	\$	\$
4	Promotional Gifts	\$	\$
5	Freight & Shipping	\$	\$
6	On-Site Services (electricity, setup, flowers)	\$	\$
7	Pre-show promotion	\$	\$
8	At-event promotion	\$	\$
9	Hospitality	\$	\$
10	Personal expenses	\$	\$
11	Miscellaneous (10 - 15% of 1-10)	\$	\$
12	Travel, meals & accommodation	\$	\$
	<b>TOTAL SHOW BUDGET</b>	<b>\$</b>	<b>\$</b>