



Parks and Leisure Services

Town of Farragut Annual Organization Report

REQUIREMENTS: All organizations requesting seasonal field use will be required to submit an Annual Organization Report once every field use season.

The Annual Report will assist the Town of Farragut in determining park system operations. It will also act as a resource for future developments and for community members who may be interested in your organization.

The Annual Organization Report can follow the included template or can follow your personal format, but must include the following information:

- Organization structure and non-profit or for profit status
- Participation history to include participation for at least the past five years
- Competition summary- description of league and tournament play
- Financial statement- to include the past full year of operation along with: basic details of income, expenses (including paid staff), net income/loss, outstanding debts or expenses for materials and capital projects and accounts receivable.

Failure to provide the stated information may result in the loss of the Town of Farragut field use privileges.

If you have any questions or concerns pertaining to the Annual Organization Report or the Financial Statement, please contact our office anytime at 865-966-7057 and we will help in any way possible.



Parks and Leisure Services

Annual Organization Report

ORGANIZATION: Please provide information describing your organization's history (when founded, when began using TOF facilities, etc.), purpose and profit status.

PARTICIPATION: Please list the last five (5) years of participation

Year	_____	_____	_____	_____	_____
Men	_____	_____	_____	_____	_____
Women	_____	_____	_____	_____	_____
Boys	_____	_____	_____	_____	_____
Girls	_____	_____	_____	_____	_____
Total	_____	_____	_____	_____	_____
# of fee waivers granted	_____	_____	_____	_____	_____

List number of teams by age group (attach list if more space is needed)

_____	_____	_____	_____
_____	_____	_____	_____

CURRENT FEES: Please list fees for the upcoming year

COMPETITION SUMMARY: Please provide a description of your league and tournaments/events offered

FUTURE PLANS: Please list any plans for program development or improvements

Using back of form, please describe why field space is necessary at TOF Parks

20_____ **FINANCIAL STATEMENT:**

year

Income:

Contributions \$ _____

Player Fees \$ _____

Tournament/program Fees \$ _____

Other (list) \$ _____

Total \$ _____

Expenses:

Facility Maintenance \$ _____

Maintenance Equipment \$ _____

Facility Rental \$ _____

Officiating \$ _____

Uniforms/Equipment \$ _____

League Fees \$ _____

Travel \$ _____

Training \$ _____

Staff Wages \$ _____

Other (list) \$ _____

Total \$ _____

NET PROFIT/LOSS \$ _____

By signing below I acknowledge that I have read and completed the 2008 Annual Organization Report.

Name: _____ Organization: _____

Signature: _____ Date: _____