

## Report on Final Hotel Payment

The hotel gave us a credit of 160 Euros to compensate us for the extra costs we incurred because of the incorrect information it gave us for the first payment.

This left a balance owing for the hotel of 11,300 Euros.

The balance of Megan's accommodation was 330 Euros, which left 10,970 Euros to be paid from Team and Supporter deposits.

The exchange rate the bank used was 1.5936, so the balance to be paid was \$17,481.79

After refunding Siobhan's deposit, Team and Supporter deposits totaled \$16,829.47, leaving us \$652.32 short.

I allocated the shortfall as follows (detailed calculation on next page):

Deluxe double room:	\$19.59 per occupant
Triple room:	\$15.67 per occupant
Economy double:	\$29.37 per occupant

As I see it, there are 3 options:

1. Absorb the shortfall as an expense. This is simplest, but will mean the team is covering \$195.90 of the Supporters' hotel expense.
2. Ask each of the Supporters for an additional \$19.59 and absorb the rest of the shortfall as an expense.
3. Ask everyone to pay his/her share of the shortfall.

We can leave the decision which option to choose to the World's meeting on March 10 or we can decide tomorrow.

## Calculation of Shortfall Allocation

Cost to the Team per Night: 1,910 Euros.

Cost of deluxe double rooms/night: 110 Euros X 14	= 81.1% of total.
Cost of triple rooms/night: 140 Euros X 2	= 14.4% of total.
Cost of economy double room/night: 90 Euros	= <u>4.5% of total.</u>
	100.0%

Shortfall is \$652.32

Allocated to each occupant, except Megan, of each double room:

$652.32 \times 81.1\%$  divided by 27 = \$19.59

Allocated to each occupant of each triple room:

$652.32 \times 14.4\%$  divided by 6 = \$15.67

Allocated to occupant of economy double room:

$652.32 \times 4.5\%$  = \$29.37