

Fictional MICE reporting example

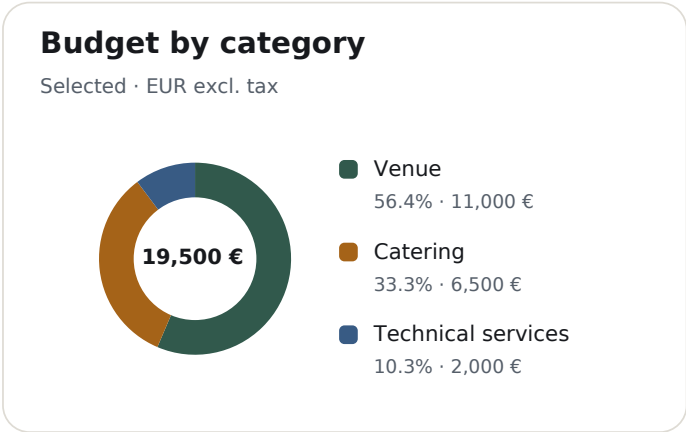
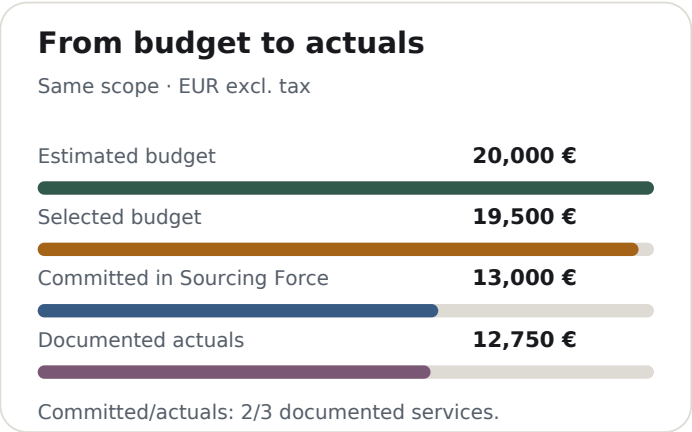


Clear insights for decisions.

The EUR scope remains below the estimate. Two services are committed; catering awaits the official purchase order. Documented actuals cover the venue and technical services.

EUR SCOPE · EXCLUDING TAX · 3 SERVICES

Estimated budget 20,000 € 3/3 documented	Selected budget 19,500 € 3/3 documented	Committed in Sourcing Force 13,000 € 2/3 documented · partial	Documented actuals 12,750 € 2/3 documented · partial
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Cost per participant 195 € excl. tax Expected · selected / 100	Quality 4.5 / 5 Organiser assessment	Satisfaction 4.6 / 5 82 responses · questionnaire
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APTAR France · FR-COM-2610 · June 2026 · Selected - estimated variance: -500 € excl. tax. Activity: 2,800 USD selected, outside EUR total; no conversion.

Each service retains its status.

BME remains the single supplier in procurement; actual providers are identified below. Confirmation requires BME to receive the official purchase order for the relevant purchase request.

MB

Venue · EUR excl. tax

Maison Belvédère

Confirmed

Estimated budget	Selected budget
12,000 €	11,000 €
Committed in Sourcing Force	Documented actuals
11,000 €	10,800 €

Official purchase order received on 15 May 2026

Service and invoice reconciled; payment not documented

Deadline: 30 June 2026

Missing document: Payment evidence unavailable

AS

Catering · EUR excl. tax

Atelier des Saveurs

To confirm

Estimated budget	Selected budget
6,000 €	6,500 €
Committed in Sourcing Force	Documented actuals
Unavailable	Unavailable

Official purchase order awaited · service unconfirmed

Actuals unavailable: service and documents need recording.

Deadline: 12 June 2026

Missing document: Official purchase order and invoice unavailable

LS

Technical services · EUR excl. tax

Lumière & Scène

Confirmed

Estimated budget	Selected budget
2,000 €	2,000 €
Committed in Sourcing Force	Documented actuals
2,000 €	1,950 €

Official purchase order received on 21 May 2026

Service and invoice reconciled; payment not documented

Deadline: 25 June 2026

Missing document: Payment evidence unavailable

AC

Activity · USD excl. tax

Alpine Collective

To confirm

Estimated budget	Selected budget
3,000 USD	2,800 USD
Committed in Sourcing Force	Documented actuals
Unavailable	Unavailable

Official purchase order awaited · service unconfirmed

Actuals unavailable: service and documents need recording.

Deadline: 18 June 2026

Missing document: Official purchase order and invoice unavailable

Reading: amounts exclude tax, EUR/USD remain separate and actuals rely on documented evidence. An invoice or deadline is no proof of payment. Updates depend on Sourcing Force; no connected data feed. The P0 Events journey creates no purchase requests or orders.