

Annual Presidents’ Council Financial Report

# MUST BE FILED WITH THE SUPERINTENDENT BY JUNE 30th

District or Borough:

|  |  |  |
| --- | --- | --- |
| INCOME | | |
| Income Source | | Amount |
| Beginning Balance as of | | $ |
| Membership Dues | | $ |
| List below all other sources of income. List each fundraising activity separately. Include all gifts and contributions received. 1 Amounts listed must be gross receipts, not profits. | | |
|  | e.g., Candy Sale, Picture Sale, Flower Sale, Green Market, etc. |  |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | | Total Income for the period  $ |

1 Attach a page containing additional lines, if needed to account for all sources of income.

|  |  |
| --- | --- |
| EXPENSES | |
| Expenses2 – Itemize each expense incurred during the period on a  separate line. A single fundraising activity may involve more than one expense. Include Presidents’ Council donations to the district/borough and identify the purpose for all donations.3 | Amount |
| e.g., Postage for mailings, printing costs, etc. |  |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | Total Expenses for the period  $ |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| FUND BALANCE AS OF 6/30/20 | | | |  |
| Total Income (including Beginning Balance) – Total Expenses = Fund Balance | | | | |
| Total Income from Page 1: |  | Total Expenses from Page 2: |  | Fund Balance: |
| $ | - | $ | = | $ |

|  |  |
| --- | --- |
| Date Annual Financial Report was distributed to Members: | |
| Date Annual Financial Report was distributed to the Superintendent: | |
|  | |
| Prepared By (print): | |
| President Signature: | Date: |
| Treasurer Signature: | Date |

1. Expenses are any payments for goods or services provided to a vendor, store, business, etc., including reimbursements to members following the submission of receipts for out of pocket expenses.
2. Attach a page containing additional lines, if needed to account for all expenses.