

INCOME AND EXPENSE REPORT FOR: January 1, _____ to December 31, _____

PREPARED BY: _____

**** NOTE: MUST COMPLETE ONE FORM EACH FOR CHECKING AND SAVINGS. ****

BEGINNING BALANCE AS OF JANUARY 1ST: _____

Income:

Banquet/club outings _____
Donations (larger than \$1,000, must supply names) _____
Explain: _____

Dues _____
Insurance _____
Fund Raiser _____
Interest Income _____
Merchandise (Sold) _____
Miscellaneous (use as last resort) _____
Explain: _____

Newsletter/Ads _____
Raffle _____
State Meeting _____
State Ride _____

TOTAL INCOME: _____

Expenses:

Advertising _____
Bank Fees _____
Banquet/Club Outings _____
Donations (larger than \$1,000, must supply names) _____
Explain: _____

Dues _____
Fund Raisers (any event that raises money) _____
Insurance _____
Merchandise (sold) _____
Miscellaneous (use as last resort) _____
Explain: _____

Newsletter _____
Office Supplies _____
Patches (trail) _____
Parks _____
Postage _____
Professional Fees _____
Public Relations _____
Raffle _____
Rental Hall _____
Rides (sponsored by your county) _____
State Meeting _____
Sponsorships/Awards _____
Web Page _____

TOTAL EXPENSE: _____

ENDING BALANCE AS OF DECEMBER 31ST. _____