

Monthly Financial Statement Worksheet

Education Association

_____ 1, 20__ to _____, 20__

C			Budgeted for year	Actual to date
300	INCOME			
310	Local Dues _____members@_____	\$_____	\$_____	
320	Interest	_____	_____	
330	Assessments	_____	_____	
340	Donations, Gifts	_____	_____	
350	Income from Sales, Benefits, Dinners	_____	_____	
360	Miscellaneous	_____	_____	
	Total Income	_____	_____	_____
 400	 EXPENDITURES (By major accounts)			
410	Administrative Operations	\$_____	\$_____	
420	Conferences, Workshops, Orientation	_____	_____	
430	PR, Legislation, Newsletters	_____	_____	
440	Membership Recruitment	_____	_____	
450	Social Activities	_____	_____	
460	Committee Expenses	_____	_____	
470	Contributions (Professional and Civic)	_____	_____	
480	Gifts, Flowers, Cards	_____	_____	
490	Fund-Raising Costs	_____	_____	
500	Miscellaneous	_____	_____	
	Total Expenditures			_____
	Balance (Deficit) as of _____, 20__		_____	