(Meeting Name)

Monthly Treasurer's Report

From last meeting date to current meeting date (or date of report)

Specify which account, if more than one. Like Chequing Account.

Opening Balance [at date of last meeting]: \$AMOUNT

INCOME			
MM/DD	DEP: Item description (lump sum, or several items)	\$XXX	
MM/DD	DEP:	\$XXX	
MM/DD	DEP:	\$XXX	4
	TOTAL	\$SUM	\$SAME#
FUNDS NOT BELONGING TO THE UNIT INCOME ¹			
MM/DD	DEP: Membership, 10 @ \$5.00 (to National CYMK)	\$50	
MM/DD		<u>\$XX</u>	
	TOTAL	\$SUM	\$SAME#
TOTAL INCOME			\$TOTALSUM
EXPENSES			
Ch #2	To whom, for what	\$XX	
Ch #3	To whom, for what	<u>\$XX</u>	
	TOTAL	\$SUM	\$SAME#
FUNDS NOT BELONGING TO THE UNIT EXPENSES:			
Ch #1	National CYMK, 10 @ \$5.00	\$50	
	TOTAL	\$50	\$SAME#
TOTAL EXPENSES		\$TOTALSUM	
BALANCE ON HAND [FINAL DATE from above]			\$AMOUNT ²
[Next Account,	if applicable.]		
Signature		Date	

¹ Such as membership fees being forwarded to National CYMK-UOY

² Must match the amount that is in the bank.