



# CHAPTER FINANCIAL REPORT

Chapter # \_\_\_\_\_ 1st Qtr \_\_\_\_\_ X 2nd Qtr \_\_\_\_\_ 3rd Qtr \_\_\_\_\_ 4th Qtr \_\_\_\_\_ YEAR \_\_\_\_\_  
 Jan-Mar April-June July-Sept Oct-Dec

INCOME		Month	Date	Amount	DUES BASE	\$	-
001	Dues	_____	ACH _____	_____			
	Dues	_____	ACH _____	_____			
	Dues	_____	ACH _____	_____			
001	Dues	_____	_____	_____			
001	Dues	_____	_____	_____			
001A	Award	_____	ACH _____	_____			
001A	Grant	_____	ACH _____	_____			
		_____	_____	_____			
002	Interest	Checking _____	_____	_____			

**Sub Totals**

\$	-
\$	-
\$	-

EXPENSES		TOTAL INCOME	
101	Chapter Meeting	_____	401 Training
102	Chapter Executive Meetings	_____	402 Travel Advance -
103	Officer's Stipends	_____	403 Telephone/Internet/Website
104	Newsletter	_____	404 Supplies
106	Membership Recruitment	_____	405 Postage
201	Community Relations	_____	406 Affiliate Dues/Publications
301	General Council	_____	407 Rent
302	CSR Board Meetings	_____	408 Equipment/Maintenance/Rental
304	CSR Committee Meetings	_____	409 Equipment Purchase (attach inventory sheet)
305	CSR Delegate Assembly	_____	410 Service Charges
306	CSEA Statewide Meetings	_____	411 Misc. Expenses (explain below)
307	CalPERS/Lobby Day	_____	

**TOTAL EXPENSES**

\$	-
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**HQ ALLOCATIONS - other**

Grant	_____	Total	_____	Spent	_____	Balance	\$ -
Award	_____	Total	_____	Spent	_____	Balance	\$ -
	_____	Total	_____	Spent	_____	Balance	\$ -
	_____	Total	_____	Spent	_____	Balance	\$ -
		<b>SUB TOTAL</b>				Balance	\$ -

**SUMMARY**

Advances (name & amount)	Checking	Savings	Other - CD
Balance Forward (last report)	\$ -	\$ -	\$ -
1 Add INCOME	\$ -	\$ -	\$ -
2 Deduct EXPENSES	\$ -	\$ -	\$ -
3			
4			
5 <b>Balance at end of Quarter</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL</b>	<b>\$ -</b>		

**COMMENTS**

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<b>CAP AMOUNT</b>	\$ -
<b>GRAND TOTAL ALL ACCOUNTS</b>	\$ -
<b>Minus HQ Grants &amp; Misc - Non Chapter Dues Money</b> <small>(Grants and Awards balance is added back into Grand Total of all accounts)</small>	\$ -
<b>CAP DIFFERENCE</b>	\$ -
<b>ACTUAL MONTHLY DUES ALLOCATION IN OPERATING ACCOUNT</b>	\$ -

I certify that the above information is true and correct to the best of my knowledge and belief

\_\_\_\_\_ Chapter President                      \_\_\_\_\_ Date                      \_\_\_\_\_ Chapter Treasurer



# CHAPTER FINANCIAL REPORT

Chapter # \_\_\_\_\_ 1st Qtr \_\_\_\_\_ 2nd Qtr X 3rd Qtr \_\_\_\_\_ 4th Qtr \_\_\_\_\_ YEAR \_\_\_\_\_  
 Jan-Mar April-June July-Sept Oct-Dec

INCOME		Month	Date	Amount	DUES BASE	\$
001	Dues	_____	ACH _____	\$ -		-
001	Dues	_____	ACH _____	\$ -		-
001	Dues	_____	ACH _____	\$ -		-
001	Dues	_____	_____	\$ -		-
001	Dues	_____	_____	\$ -		-
001A	Award	_____	ACH _____	\$ -		-
001A	Grant	_____	ACH _____	\$ -		-
		_____	_____	\$ -		-
002	Interest	Checking _____	_____	_____		-

**EXPENSES**

**TOTAL INCOME**

101	Chapter Meeting	\$ -	401	Training	\$ -
102	Chapter Executive Meetings	\$ -	402	Travel Advance -	\$ -
103	Officer's Stipends	\$ -	403	Telephone/Internet/Website	\$ -
104	Newsletter	\$ -	404	Supplies	\$ -
106	Membership Recruitment	\$ -	405	Postage	\$ -
201	Community Relations	\$ -	406	Affiliate Dues/Publications	\$ -
301	General Council	\$ -	407	Rent	\$ -
302	CSR Board Meetings	\$ -	408	Equipment/Maintenance/Rental	\$ -
304	CSR Committee Meetings	\$ -	409	Equipment Purchase (attach inventory sheet)	\$ -
305	CSR Delegate Assembly	\$ -	410	Service Charges	\$ -
306	CSEA Statewide Meetings	\$ -	411	Misc. Expenses (explain below)	\$ -
307	CalPERS/Lobby Day	\$ -			

**TOTAL EXPENSES**

**HQ ALLOCATIONS - other**

Grant	Total	\$ -	Spent	\$ -	Balance	\$ -
Award	Total	\$ -	Spent	\$ -	Balance	\$ -
	Total	\$ -	Spent	\$ -	Balance	\$ -
	Total	\$ -	Spent	\$ -	Balance	\$ -
<b>SUB TOTAL</b>						\$ -

**SUMMARY**

Advances (name & amount)		Checking	Savings	Other - CD
	Balance Forward (last report)	\$ -	\$ -	\$ -
1	Add INCOME	\$ -	\$ -	\$ -
2	Deduct EXPENSES	\$ -	\$ -	\$ -
3				
4	<b>Balance at end of</b>			
5	<b>Quarter</b>	\$ -	\$ -	\$ -
<b>TOTAL</b>				

**COMMENTS**

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<b>CAP AMOUNT</b>	\$ -
<b>GRAND TOTAL ALL ACCOUNTS</b>	\$ -
<b>Minus HQ Grants &amp; Misc - Non Chapter Dues Money)</b> (Grants and Awards balance is added back into Grand Total of all accounts)	\$ -
<b>CAP DIFFERENCE</b>	\$ -
<b>ACTUAL MONTHLY DUES ALLOCATION IN OPERATING ACCOUNT</b>	\$ -

I certify that the above information is true and correct to the best of my knowledge and belief



# CHAPTER FINANCIAL REPORT

Chapter # \_\_\_\_\_ 1st Qtr \_\_\_\_\_ 2nd Qtr \_\_\_\_\_ 3rd Qtr \_\_\_\_\_ X 4th Qtr \_\_\_\_\_ YEAR \_\_\_\_\_  
 Jan-Mar April-June July-Sept Oct-Dec

INCOME		Month	Date	Amount	DUES BASE	\$	-
001	Dues	_____	ACH	\$ -			
	Dues	_____	ACH	\$ -			
	Dues	_____	ACH	\$ -			
001	Dues	_____		\$ -			
001	Dues	_____		\$ -			
001A	Award	_____	ACH	\$ -			
001A	Grant	_____	ACH	\$ -			
		_____		\$ -			
002	Interest	Checking	_____	_____			

**Sub Totals**

\$ -
\$ -
\$ -

EXPENSES		TOTAL INCOME		
101	Chapter Meeting	\$ -	401 Training	\$ -
102	Chapter Executive Meetings	\$ -	402 Travel Advance -	\$ -
103	Officer's Stipends	\$ -	403 Telephone/Internet/Website	\$ -
104	Newsletter	\$ -	404 Supplies	\$ -
106	Membership Recruitment	\$ -	405 Postage	\$ -
201	Community Relations	\$ -	406 Affiliate Dues/Publications	\$ -
301	General Council	\$ -	407 Rent	\$ -
302	CSR Board Meetings	\$ -	408 Equipment/Maintenance/Rental	\$ -
304	CSR Committee Meetings	\$ -	409 Equipment Purchase (attach inventory sheet)	\$ -
305	CSR Delegate Assembly	\$ -	410 Service Charges	\$ -
306	CalPERS/Lobby Day	\$ -	411 Misc. Expenses (explain below)	\$ -

**TOTAL EXPENSES**

\$ -
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**HQ ALLOCATIONS - other**

Grant	Total	\$	-	Spent	\$	-	Balance	\$	-
Award	Total	\$ -		Spent	\$ -		Balance	\$ -	
	Total	\$ -		Spent	\$ -		Balance	\$ -	
	Total	\$ -		Spent	\$ -		Balance	\$ -	

**SUB TOTAL**

\$ -
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**SUMMARY**

Advances (name & amount)	Checking	Savings	Other - CD
Balance Forward (last report)	\$ -	\$ -	\$ -
1 Add INCOME	\$ -	\$ -	\$ -
2 Deduct EXPENSES	\$ -	\$ -	\$ -
3			
4			
5 <b>Balance at end of Quarter</b>	\$ -	\$ -	\$ -
<b>TOTAL</b>	\$ -	\$ -	\$ -

**COMMENTS**

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<b>CAP AMOUNT</b>	\$ -
<b>GRAND TOTAL ALL ACCOUNTS</b>	\$ -
<b>Minus HQ Grants &amp; Misc - Non Chapter Dues Money</b>	\$ -
<small>(Grants and Awards balance is added back into Grand Total of all accounts)</small>	
<b>CAP DIFFERENCE</b>	\$ -
<b>ACTUAL MONTHLY DUES ALLOCATION IN OPERATING ACCOUNT</b>	\$ -

I certify that the above information is true and correct to the best of my knowledge and belief



# CHAPTER FINANCIAL REPORT

**Chapter #** \_\_\_\_\_ **1st Qtr** \_\_\_\_\_ **2nd Qtr** \_\_\_\_\_ **3rd Qtr** \_\_\_\_\_ **4th Qtr** **X** **YEAR** \_\_\_\_\_  
**Jan-Mar** \_\_\_\_\_ **April-June** \_\_\_\_\_ **July-Sept** \_\_\_\_\_ **Oct-Dec** \_\_\_\_\_

INCOME	Month	Date	Amount	DUES BASE	\$	-
001 Dues	_____	ACH _____	_____			
Dues	_____	ACH _____	_____			
Dues	_____	ACH _____	_____			
001 Dues	_____	_____	_____			
001 Dues	_____	_____	_____			
001A Award	_____	ACH _____	_____			
001A Grant	_____	ACH _____	\$ -			
			\$ -			
002 Interest	Checking _____	_____	_____			

**Sub Totals**

\$ -
\$ -
\$ -

**EXPENSES**

**TOTAL INCOME**

101 Chapter Meeting	\$ -	401 Training	\$ -
102 Chapter Executive Meetings	\$ -	402 Travel Advance -	\$ -
103 Officer's Stipends	\$ -	403 Telephone/Internet/Website	\$ -
104 Newsletter	\$ -	404 Supplies	\$ -
106 Membership Recruitment	\$ -	405 Postage	\$ -
201 Community Relations	\$ -	406 Affiliate Dues/Publications	\$ -
301 General Council	\$ -	407 Rent	\$ -
302 CSR Board Meetings	\$ -	408 Equipment/Maintenance/Rental	\$ -
304 CSR Committee Meetings	\$ -	409 Equipment Purchase (attach inventory sheet)	\$ -
305 CSR Delegate Assembly	\$ -	410 Service Charges	\$ -
306 CSEA Statewide Meetings	\$ -	411 Misc. Expenses (explain below)	\$ -
307 CalPERS/Lobby Day	\$ -		

**TOTAL EXPENSES**

\$ -
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**HQ ALLOCATIONS - other**

Grant	Total	\$ -	Spent	\$ -	Balance	\$ -
Award	Total	\$ -	Spent	\$ -	Balance	\$ -
	Total	\$ -	Spent	\$ -	Balance	\$ -
	Total	\$ -	Spent	\$ -	Balance	\$ -

**SUB TOTAL**

\$ -
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**SUMMARY**

Advances (name & amount)	Checking	Savings	Other - CD
Balance Forward (last report)	\$ -	\$ -	\$ -
1 _____ \$ - Add INCOME	\$ -	\$ -	\$ -
2 _____ \$ - Deduct EXPENSES	\$ -	\$ -	\$ -
3 _____ \$ -			
4 _____ \$ -			
5 _____ \$ - <b>Balance at end of Quarter</b>	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ -</b>		

**COMMENTS**

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<b>CAP AMOUNT</b>	\$ -
<b>GRAND TOTAL ALL ACCOUNTS</b>	\$ -
<b>Minus HQ Grants &amp; Misc - Non Chapter Dues Money)</b>	\$ -
(Grants and Awards balance is added back into Grand Total of all accounts)	
<b>CAP DIFFERENCE</b>	\$ -
<b>ACTUAL MONTHLY DUES ALLOCATION IN OPERATING ACCOUNT</b>	\$ -

I certify that the above information is true and correct to the best of my knowledge and belief

\_\_\_\_\_  
Chapter President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chapter Treasurer