

BUDGET & FINANCE REPORT

Troop # _____

Service Unit _____

Date _____

ACCOUNT, AUTHORIZATION & REPORTING INFORMATION
(Check one) <input type="checkbox"/> BUDGET REPORT <input type="checkbox"/> FINANCE REPORT
NOTE: Income and Expenses should be projected or estimated when completing the Budget at the beginning of the troop/group year. Income and Expenses must be actual when completing the Finance Report at the end of the troop/group year.
NAME OF BANK & BRANCH _____
ACCOUNT # _____
NAME OF AUTHORIZED SIGNERS Must be four, including two from Service Unit _____ _____ _____ _____
REPORT PREPARED BY (Signatures) _____ Name _____ Position _____ Signature
For ending balance over \$300.00, explain why money is being held over to next program year. _____ _____ _____

Current report is for the year ending: _____			
		INCOME	EXPENSES
National Membership Dues - \$15.00 per person		\$	\$
Weekly Dues (for Budget # Girls x Dues x # Meetings)		\$	\$
Annual Giving Family Partnership		\$	\$
Juliette Low World Friendship Fund		\$	\$
Fall Product Sales Program Profit		\$	\$
Annual Cookie Sale Program Profit		\$	\$
Badges, Pins, Patches		\$	\$
Service Projects - (Recycling, etc.)		\$	\$
Trips - Specify		\$	\$
Events - Specify		\$	\$
General Program Activities	Hikes & Cookouts	\$	\$
	Parties & Refreshments	\$	\$
	Ceremonies	\$	\$
	Craft Supplies	\$	\$
	Troop Camping	\$	\$
Supplies	Equipment & Supplies	\$	\$
	Resource Books	\$	\$
	Adult Training	\$	\$
	Postage & Secretarial	\$	\$
	Banking Expense	\$	\$
Other - specify		\$	\$
		\$	\$
Income & Expense Totals		\$	\$
Net (Income - Expenses)			\$
Prior Year Ending Bank Balance			\$
Net + Prior Year Ending Bank Balance *			\$
Current Year Ending Bank Balance *			\$

* Values should be equal. If not equal, then explain the discrepancy between the current year ending balance to the reported year ending balance.