

Sun City Shadow Hills

Club Quarterly Financial Reporting

CLUB NAME _____

BEGINNING BALANCE _____ (DATE)

MUST MATCH PREVIOUS QUARTER ENDING BALANCE _____

REVENUES: Description (*attach separate sheet if necessary*) AMOUNT

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL REVENUES + _____

EXPENSES: Description (*attach separate sheet if necessary*) AMOUNT

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL EXPENSES - _____

ENDING BALANCE FOR QUARTER ENDING _____ =====

RECONCILIATIONS:

Balance on bank statement _____	Petty cash balance _____
ADD deposits not credited _____	ADD income to petty cash _____
SUBTRACT uncleared checks _____	SUBTRACT cash spent _____

RECONCILED TOTALS _____ PLUS _____ = _____

*******NOTE: Ending Balance for Quarter and Reconciled Totals MUST Match!*******

Signature

Date

Name

Position