



Community Finance Report Example

Community Information			Bank Information	
Community	Yellow Daisy Service Unit		Statement Period: From	6/1/2018 To 5/31/2019
VCR	Juliette Lowe		Please fill out this entire report and send to council at info@gsutah.org A copy of your last month's bank statement is required	
Finance Rep	Jane Doe		Bank Name	Wells Fargo
Are any troops disbanding/graduating this year? Troop # Remaining Funds Plans for Remaining Funds?			Branch Name	Wells Fargo Bank Utah
5555	?	Have not Rec'd a Financial Rept.	Account Number	5.55556E+12
			Signors on Account	Jane Doe
			(Please Print)	Susie Que
Submitted by				
<i>By signing this document (digital or hand written), I certify that, to the best of my knowledge and belief, all the information provided is true, correct and complete.</i>				
Signature			Signature	
Print Name	Jane Doe		Print Name	Susie Que
Position with Community	Finance Representative		Position with Community	Events Representative

Community: Yellow Daisy Service Unit

Transaction Register

Date	Payee	Categories	Description	Payments/ Withdrawals	Deposits	Balance
Month/Day	from/to whom?	Select from the drop-down	The reason for this transaction (i.e.: what was purchased?)			
					Starting Balance:	\$ 2,532.57
8/10	GSU		65X4 Community Lifetime Member Donation	\$ 260.00		\$ 2,272.57
8/10		Cookies Income	Benefit Cookie Payment GSU		\$ 2,505.50	\$ 4,778.07
8/15	GSU		GSU Leadership Summit 5X\$25.00	\$ 125.00		\$ 4,653.07
8/15		Cookies Income	Benefit Cookie Payment GSU		\$ 2,505.50	
8/20		Other Income	GSU Leadership Summit 5X\$25.00 Refund		\$ 125.00	\$ 4,778.07
8/25		Events Income	Summer Bash		\$ 80.00	\$ 4,858.07
9/10	USPS		US Post Office Stamps	\$ 50.00		\$ 4,808.07
9/10	Amazon		Amazon Community Leadership Team T-Shirts	\$ 34.38		\$ 4,773.69
9/11	Gordon's Copy		Sept. Community Meeting Copies for handout	\$ 12.39		\$ 4,761.30
9/11	Dollar Tree		Dollar Tree Paper Goods Sept. Community Refreshments	\$ 12.14		\$ 4,749.16
9/11	Walmart		Walmart Sept. Community Meeting Refreshments	\$ 16.15		\$ 4,733.01
10/11	JoAnn's		JoAnn's Gift Card Community Meeting Attendance Incentive	\$ 10.00		\$ 4,723.01
10/11	Gordon's Copy		Gordon's Copy	\$ 16.67		\$ 4,706.34
10/11	Smith's		Smith's Refreshments Deligate Advisory Breakfast	\$ 35.18		\$ 4,671.16
10/30	Molly Goode		Reimbursement To Molly Goode Decorations Advisory Break	\$ 22.44		\$ 4,648.72
10/31		Events Income	Juliette Gordon Low B-Day Event		\$ 69.00	\$ 4,717.72
10/31	JoAnn's		JoAnn's Gift Card Community Meeting Attendance Incentive	\$ 10.00		\$ 4,707.72
10/31	Gordon's Copy		Event Flyer Copies	\$ 4.65		\$ 4,703.07
10/31	GSU		GSU Extra Event Insurance	\$ 5.00		\$ 4,698.07
10/31	Snappy Logo		Snappy Logo JGL B-Day Event	\$ 49.20		\$ 4,648.87
11/10	Dollar Tree		Dollar Tree Gift Cards Community Meeting attend incentive	\$ 10.00		\$ 4,638.87
11/10	Michaels		Michaels Gift Cards Community Meeting attend incentive	\$ 10.00		\$ 4,628.87
11/10	JoAnn's		JoAnn's Gift Card Community Meeting Attendance Incentive	\$ 10.00		\$ 4,618.87
1/12	Snappy Logo		Snappy Logo Baby Basket Donation Baskets	\$ 23.80		\$ 4,595.07
1/12	Walmart		Walmart Gift Cards Community Meeting attendance incentive	\$ 15.00		\$ 4,580.07
1/12	Amy Smith		Reimbursement Amy Smith Community First Aid Kit Supplies	\$ 19.86		\$ 4,560.21
2/12	Gordon's Copy		Copies for Community Meeting	\$ 8.65		\$ 4,551.56
2/14	Jenny Field		Reimbursement to Jenny Feild Tea Party Event Expenses	\$ 257.86		\$ 4,293.70
2/14	Snappy Logo		Snappy Logo Tea Party Patches	\$ 38.30		\$ 4,255.40
2/14		Events Income	Benefit Pmt Received GSU for Tea Party Fees		\$ 200.00	\$ 4,455.40
2/14	Amazon		Amazon Cookie Rally Craft Supplies	\$ 55.97		\$ 4,399.43
2/14	Amazon		Amazon Cookie Rally Craft Supplies	\$ 46.61		\$ 4,352.82
2/14	Home Depot		Home Depot Cookie Rally Craft Supplies	\$ 38.38		\$ 4,314.44
2/14	Staples		Staples Cookie Rally Craft Supplies	\$ 37.38		\$ 4,277.06
2/14	Molly Goode		Reimbursement Molly Goode Paper Goods cookie Rally	\$ 10.56		\$ 4,266.50
2/14	Walmart		Wal-Mart Cookie Rally Craft Supplies	\$ 34.56		\$ 4,231.94
2/14	Dollar Tree		Dollar Tree Cookie Rally for Crafts	\$ 6.44		\$ 4,225.50
2/14	Office Max		Office Max Thinking Day Flyers	\$ 78.05		\$ 4,147.45
2/14		Events Income	Cookie Rally Fees Collected at Event		\$ 38.00	\$ 4,185.45
2/20		Other Income	Craft Return of unused Cookie Rally Crafts		\$ 13.42	\$ 4,198.87
2/20	GSU		GSU Extra Event Insurance	\$ 5.00		\$ 4,193.87
2/20		Events Income	GSU Thinking Day		\$ 96.00	\$ 4,289.87
2/20	Gordon's Copy		Never the Same Weekend Flyer Copies	\$ 9.94		\$ 4,279.93
2/20		Events Income	GSU Thinking Day Sales Tax Reimbursement		\$ 14.88	\$ 4,294.81
2/20	USPS		Thinking Day Copies	\$ 3.66		\$ 4,291.15
2/20	Gordon's Copy		Thinking Day Copies	\$ 8.23		\$ 4,282.92
2/20	USPS		Thinking Day paper goods	\$ 11.43		\$ 4,271.49
2/20		Events Income	Thinking Day Fees Collected Day of the Event		\$ 90.00	\$ 4,361.49
2/20		Events Income	GSU Fees Collected Thinking Day		\$ 213.00	\$ 4,574.49

Does the last gray cell on this page match the ending balance on the Parent Report? Great! If not, check your categories.

Need more rows? Just copy a blank row and paste as many times as you like. Be sure to include the formula in the gray cell too!