



## District Financial Statement Instructions

**Change all dates to the current period you are working on.**

Do not change the balances you start with in the October 1, 2011, section. They remain the same for the entire fiscal year, which will end on **9/30/12**.

These balances will need to be updated for the new fiscal year which will begin on **10/1/11** and will not be changed until the end of the fiscal year **9/30/12**.

Post revenues and expenses the same way as before. All new items should be given their own line. Each month is a cumulative report which means that all balances (revenues and expenses) **will accumulate** each month.

If you have any questions please call me at 800-222-2758 or 919-833-6436.

Rex Foster  
Director of Finance  
[rfoster@seanc.org](mailto:rfoster@seanc.org)



District 0

Fund Raising Expenses:

\_\_\_\_\_  
\_\_\_\_\_

OTHER EXPENSES: (Describe)

Bank Charges \_\_\_\_\_  
Other \_\_\_\_\_  
Other \_\_\_\_\_  
Other \_\_\_\_\_  
Other \_\_\_\_\_

**TOTAL DISBURSEMENTS** \$0.00

Net Increase (Decrease) in Cash Receipts minus disbursements \$0.00

Beginning Cash - October 1, 2011

Checking Account \_\_\_\_\_  
Scholarship Share Saving \_\_\_\_\_  
Money Market Account \_\_\_\_\_  
Convention Account \_\_\_\_\_  
Other \_\_\_\_\_ CD \_\_\_\_\_  
Total Beginning Cash.....October 1, 2011 \$0.00

**Combined District Financial Condition Year To Date** \$0.00

Ending Cash *Current* Month Of - XXXXXXXXXXXX

Checking Account \_\_\_\_\_  
Scholarship Share Saving \_\_\_\_\_  
Money Market Account \_\_\_\_\_  
Convention Account \_\_\_\_\_  
Other \_\_\_\_\_ CD \_\_\_\_\_  
Total Ending Cash *Current* Month Of - XXXXXXXXXXXX \$0.00

Cash <over> short:

If statement is in balance, this line should be -0- \$0.00

REPRESENTATION OF THE TREASURER:

This financial statement agrees with the accounting records of the District. All transactions recorded in the District's accounting records are supported with adequate documentation. As an official of the District, I request that the SEANC Central Office file this information with the appropriate taxing authorities.

\_\_\_\_\_  
District Treasurer

Review Report of Audit Committee:

We have reviewed the above financial statement of SEANC District XX for the year ended September 30, 2012. In our opinion this financial statement represents fairly the receipts, disbursements and changes in cash for the year then ended

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Audit Committee Chairperson/District Chairperson