Stroud Valleys Woodcraft Folk: Termly Group Financial Report

Term:	Group name:				
Return by (date):					
Group finance leader:	Phone number/email:				
Money In					
Subs: Projected (from register) £	Cash rec'd	Cheque rec'd	Electronic rec'd	Total	
	£	£	£	£	
	Total Cash	Total Cheque		Total	
Other eg donations, fundraising	£	£		£	
			Grand Total In (A)	£	
Money Out (attach receipts, stapled or pinned in date order, in separate labelled envelope) (Expenses Budget: £) <- derived from projected subs as an agreed %					
Date Date	Payee	projected subs as an agre	<u>cu 70</u>	Amount	
				£	
				£	
				£	
				£	
				£	
				£	
				£	
				£	
				£	
				£	
				£	
				£	
				£	
				£	
Grand Total Out (B)				£	
Cash Float (A+C) – (B+D) =					
Cash Float at beginning term (C)	Cash Float carried forward (D)	of which, cash/c	of which, cash/cheques enclosed:		
£	£	£			
• Dlagge return with al	l numahasa masaints ta th	o District Administrators			

- Please return with all purchase receipts to the District Administrators
- Also enclose copyof completed group register for the term
- Please note: In the event of a missing purchase receipt one should be filled in by person making claim, stating date, items purchased and amount, with name and signature.
- Any comments re discretion applied to individual subs, discrepancies etc on the back of this sheet please.
- You should not pay for your hall hire. Hall invoices should be sent directly to the District Administrator