

Group Name		Coordinator		Float:	
Balance Bought Forward from previous report (includes group Float) (B/F) AED					
Monies Collected for Group Meetings					
Date	Description			Amount	
	Total Above (A)				
Any other monies collected; e.g. Memberships, No-Shows, Donations					
	Total Above (B)				
Total money collected A+B = (C)					
Monies Paid Out for regular group meetings: facility, catering, supplies					
	Total (D)				
Other monies paid out: printers, supplies, Treasurer					
	Total (E)				
Total money paid out D+E = (F)					
Total Funds Held B/F + C - F					
Date:				Signature:	

Please attach any receipts/membership forms.