

## STATEMENT OF REVENUES AND EXPENSES

**CLS CHAPTER:** .....

**DATES:** .....

	<b>CALENDAR YEAR END</b>	
	<i>Budget</i>	<i>Actual</i>
<b>REVENUE</b>		
Dues (if any)		
Contributions		
Lunches & CLEs		
Conferences		
Other		
<b>TOTAL</b>		
<b>EXPENSES</b>		
Supplies & Services		
Printing		
Postage		
Telephone		
Travel		
Conferences		
Audio Visual or Other		
Event Setup Charges		
Advertising/Promotion		
CLE Board fees		
Other		
<b>TOTAL</b>		
<b>NET INCOME (LOSS):</b>		

## BALANCE SHEET

**CLS CHAPTER:** .....

**DATES:** .....

<b>ASSETS</b>		
	<b>CURRENT ASSETS</b>	
	Cash	\$
	Accounts Receivable	\$
	Deposits	\$
	<b>Total Current Assets</b>	<b>\$</b>
	<b>TOTAL ASSETS</b>	
<b>LIABILITIES</b>		
	<b>CURRENT LIABILITIES</b>	
	Accounts Payable	\$
	Accrued Expenses	\$
	<b>Total Current Liabilities</b>	<b>\$</b>
	<b>TOTAL LIABILITIES</b>	
<b>TOTAL BALANCE</b>		<b>\$</b>

## FINANCIAL REPORT

**CLS CHAPTER:** \_\_\_\_\_

**DATES:** \_\_\_\_\_

**Beginning Bank Account Balance as of 1/1/\_\_\_\_\_:**

**Total: \$**

<b>DEPOSITS</b>		
<u>Date</u>	<u>Description</u>	<u>Amount</u>
<b>TOTAL DEPOSITS</b>		<b>\$</b>
<b>EXPENSES</b>		
<u>Date</u>	<u>Description</u>	<u>Amount</u>
<b>TOTAL EXPENSES</b>		<b>\$</b>
<b>TOTAL DEPOSITS &amp; EXPENSES</b>		<b>\$</b>

**COMMENTS REVENUES AND EXPENSES**