



**SOUTH DAKOTA STATE
UNIVERSITY EXTENSION**

Yearly Summary of Club Finances



To better plan your budget, use this worksheet to compare the projected budget from the last club year with the actual profits and expenses from this club year.

Receipts

Balance carried forward from previous year: \$ _____

Event	Budgeted Receipts	Actual Receipts
1.	\$	\$
2.	\$	\$
3.	\$	\$
4.	\$	\$
5.	\$	\$
Total	\$	\$

Expenses

Expense	Budgeted Expenses	Actual Expenses
1.	\$	\$
2.	\$	\$
3.	\$	\$
4.	\$	\$
5.	\$	\$
6.	\$	\$
7.	\$	\$
8.	\$	\$
9.	\$	\$
10.	\$	\$
11.	\$	\$
12.	\$	\$
Total	\$	\$

Balance on last bank statement	\$	
Plus deposits not listed on statement	+\$	
Subtotal	+\$	
List outstanding checks:		
Less outstanding checks	-\$	
Balance*	=\$	

Beginning balance from last month's report	\$	
Total receipts	+\$	
Subtotal	=\$	
Less total expenses	-\$	
Subtotal	=\$	
Less bank charges	-\$	
Balance*	=\$	

*These balances should be in agreement and is the balance to use as the new club year's first monthly treasurer's report beginning balance.

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