

Herald's Financial Report Worksheet

Income

Money on hand at the beginning of the period \$ _____ +

Money received as donations \$ _____ +

Device Submissions

Quantity	@	Amount
_____	@	_____
_____	@	_____
_____	@	_____

Total Device Submission money \$ _____ +

Other Income (explain) \$ _____ +

Total Income \$ _____

Expenses

Money Sent to Pennon \$ _____ +

Postage \$ _____ +

Office Expenses (Copies, supplies, etc.) \$ _____ +

Research Material (list) \$ _____ +

Other (Explain) \$ _____ +

Total Expenses \$ _____

Total Income Less \$ _____ -

Total Expenses \$ _____

Total Monies Less \$ _____ -

Total on Hand \$ _____

Over/Short \$ _____