

Treasurer's Worksheet

MEETING #:

MEETING NAME: DATES:

Beginning Balance From:

To:

NOTE: Should be the Reserved Balance, or two months' operating expense

Income

Donations	
Literature	
Special Events	
Miscellaneous	
TOTAL INCOME	

Expenses

Rent	
Literature	
Meeting Supplies	
Scholarships	
Miscellaneous	
TOTAL EXPENSES	

BALANCE ON HAND	
<i>LESS PRUDENT RESERVE</i>	
UNRESERVED BALANCE	

- Suggested as two months' operating expense

- Available for donation to service bodies

DONATIONS TO SERVICE BODIES *

Intergroup:	60	% =		→ Treasurer, South Jersey Intergroup, PO Box 766, Voorhees, NJ 08043
Region 7:	10	% =		→ Region 7, Inc., 3500 South DuPont Highway, Dover, DE 19901-6011
World Service:	30	% =		→ World Service, PO Box 44020, Rio Rancho, NM 87174-4020

* Percentages to be determined by group conscience... World Service recommendation is 60% to intergroup, 10% to Region, 30% to world service.