



# Retired Teachers Organization

## RTO BRANCH FINANCIAL STATEMENT

\_\_\_\_\_ Branch

NOTE: Please use this form. If your branch wishes to submit further information, please attach the same to this form.

Statement of Revenue and Expenditures for the last fiscal year from \_\_\_\_\_ to \_\_\_\_\_

**Bank/Credit Union Balance at beginning of year:** \$ \_\_\_\_\_

**Revenues:**

Dinners, Lunches \$ \_\_\_\_\_

RTO Grant \_\_\_\_\_

Donations \_\_\_\_\_

Membership Dues \_\_\_\_\_

Branch Initiative Program Grant (if applicable) \* \_\_\_\_\_

Other (Specify) \_\_\_\_\_

Other (Specify) \_\_\_\_\_

*Add Total Revenue* *Sub-Total* \$ \_\_\_\_\_

**Expenditures:**

Dinners, Lunches \$ \_\_\_\_\_

Printing, Postage, Stationery \_\_\_\_\_

Bank/Credit Union Charges/Fees \_\_\_\_\_

Executive, President \_\_\_\_\_

Donations, Awards, Gifts \_\_\_\_\_

Hall Rentals \_\_\_\_\_

Branch Initiative Program Grant (if applicable) \* \_\_\_\_\_

Other (Specify) \_\_\_\_\_

Other (Specify) \_\_\_\_\_

*Deduct Total Expenditures* \$ \_\_\_\_\_

**Balance - Funds Available at End of Year:** \$=====

\* Any branch that received a Branch Initiative Program Grant is required to complete and submit a final report using the form provided for that purpose.

**Prepared by:** \_\_\_\_\_ **Date** \_\_\_\_\_

Treasurer \_\_\_\_\_ **Telephone** \_\_\_\_\_

Address \_\_\_\_\_ **Postal Code** -----

City \_\_\_\_\_ **E-mail** \_\_\_\_\_

**Verified by:** \_\_\_\_\_

**Please send to:** Peter Lewis, RTO Treasurer, 11162 Highway 6, Pugwash NS. B0K 1L0

**OR EMAIL TO:** [lewisp@ns.sympatico.ca](mailto:lewisp@ns.sympatico.ca)

**NOTE: THE FINANCIAL STATEMENT MUST BE SUBMITTED BY JULY 15<sup>th</sup>.**

rev. 2.1.1 October 2017