

CNPS CHAPTER STATEMENT OF RECEIPTS AND EXPENDITURES APRIL 1, 2010 - MARCH 31, 2011

This form is due in the Sacramento Office by April 21, 2011

CHAPTER: _____

Treasurer: _____

BEGINNING BALANCE

Checking Accounts	_____
Savings Accounts	_____
Other Bank Accounts	_____
Investments	_____
TOTAL	\$ _____ -

ending account balances from 2009-10 are used for the beginning balances for 2010-11

RECEIPTS

Direct Public Support	
Donations - Restricted	_____
Donations - Unrestricted	_____
Fundraising	_____
Grants	_____
Membership Dues	
Subventions	_____
Chapter Memberships	_____
Interest Income	_____
Sales	_____
Sales Tax Collected	_____
Miscellaneous Income	_____
TOTAL RECEIPTS	\$ _____ -

please itemize all cash donations, dues and subscriptions and note if it was received from a 501(c) 3 organization

total sales from all four quarterly sales tax reports for 2010-11 sales tax collected (as reported on quarterly sales tax reports)

EXPENDITURES

Purchases	
Posters	_____
Books	_____
T-shirts	_____
Plants	_____
Other	_____
Program Services	
Advertising	_____
Newsletter	_____
Donations	_____
Leaders, Speakers	_____
Education, Conservation	_____
Special Projects	_____
Meeting Expenses	_____
Dues and Subscriptions	_____
Printing and Reproduction	_____
Management and General	
Supplies	_____
Postage and Delivery	_____
Bank Service Charges	_____
Telephone	_____
Licenses and Permits	_____
Miscellaneous	_____
Sales Tax Expense	_____
TOTAL EXPENDITURES	\$ _____ -
NET RECEIPTS	\$ _____ -

cost of advertising for plant, book or other sales
typesetting, printing, cost of paper, postage, postal permit
"one time" donations to other organizations-please itemize donations and note if it went to another 501(c) 3 organization
field trips or programs
"one time" activity or publication cost
please describe on a separate sheet if total is greater than \$500
room rental, cost of refreshments
includes memberships in conservation organizations - please itemize dues and subscriptions and note if it went to another 501(c) 3 organization
other than newsletter costs

actual amount paid to State Office from April 1, 2010 - March 31, 2011 for sales tax

receipts minus expenditures equals net receipts

ENDING BALANCE

Checking Accounts	_____
Savings Accounts	_____
Other Bank Accounts	_____
Investments	_____
TOTAL	\$ _____ -

CHECK SUM	\$ _____ -
DIFFERENCE	\$ _____ -

Beginning Balance plus Receipts less Expenditures

