

# MONTHLY TREASURER'S REPORT

MONTH/YEAR \_\_\_\_\_

PTA/PTSA \_\_\_\_\_

BALANCE ON HAND AS OF _____ (beginning of month/year)	\$
---	----

### INCOME (by category)

	\$
	\$
	\$
	\$
	\$
TOTAL INCOME	\$
SUBTOTAL	\$

### EXPENDITURES (by category)

	\$
	\$
	\$
	\$
	\$
	\$
TOTAL EXPENDITURES	\$

### SUBTOTAL - EXPENDITURES = BALANCE FORWARD

BALANCE ON HAND AS OF _____ (end of month/year)	\$
---	----

*This amount is  
"balance on hand"  
on next report*

### DISBURSEMENT OF MONIES COLLECTED BUT NOT BELONGING TO UNIT

National PTA _____ (# of members) x \$3.25	\$
Utah PTA _____ (# of members) x \$2.75	\$
Council PTA _____ (# of members) x \$ _____	\$