

WEEKLY REPORTS

DATE _____ ATTENDANCE (Total) _____
LEADER _____ NEWCOMERS _____

FINANCES

Old Balance	\$ _____	<u>CREDITS:</u>	Collection	\$ _____
Income	\$ _____		Other Income	\$ _____
Sub Total	\$ _____		TOTAL INCOME	\$ _____
Expenses (Minus)	\$ _____	<u>DEBTS:</u>	Hall Rent	\$ _____
New Balance	\$ _____		Refreshments	\$ _____
			TOTAL EXPENSES	\$ _____

DATE _____ ATTENDANCE (Total) _____
LEADER _____ NEWCOMERS _____

FINANCES

Old Balance	\$ _____	<u>CREDITS:</u>	Collection	\$ _____
Income	\$ _____		Other Income	\$ _____
Sub Total	\$ _____		Total Income	\$ _____
Expense (Minus)	\$ _____	<u>DEBTS:</u>	Hall Rent	\$ _____
New Balance	\$ _____		Refreshments	\$ _____
			TOTAL EXPENSES	\$ _____

MONTHLY REPORT

This report should be turned in at the monthly G.S.O. business meeting by the group representative.

DATE OF BUSINESS MEETING _____

MONTHLY ATTENDANCE _____

NEWCOMERS _____

MONTHLY FINANCES

FINAL WEEKLY BALANCE	\$ _____
DONATION TO W.S.O.	\$ _____
DONATION TO G.S.O.	\$ _____
N.A. LITERATURE EXPENSES	\$ _____
BALANCE TO CARRY FORWARD	\$ _____

MONTHLY MEETING RECORD FOR: _____

BALANCE BROUGHT FORWARD
FROM LAST MONTH \$ _____

SECRETARY _____

REPRESENTATIVE _____

PHONE _____

PHONE _____

WEEKLY REPORTS

DATE _____

ATTENDANCE (total) _____

LEADER _____

NEWCOMERS _____

FINANCES

Old Balance \$ _____
Income \$ _____
Sub Total \$ _____
Expenses (Minus) \$ _____
New Balance \$ _____

CREDITS: Collection \$ _____
Other Income \$ _____
TOTAL INCOME \$ _____
DEBTS: Hall Rent \$ _____
Refreshments \$ _____
TOTAL EXPENSES \$ _____

DATE _____

ATTENDANCE (total) _____

LEADER _____

NEWCOMERS _____

FINANCES

Old Balance \$ _____
Income \$ _____
Sub Total \$ _____
Expenses (Minus) \$ _____
New Balance \$ _____

CREDITS: Collection \$ _____
Other Income \$ _____
TOTAL INCOME \$ _____
DEBTS: Hall Rent \$ _____
Refreshments \$ _____
TOTAL EXPENSES \$ _____

DATE _____

ATTENDANCE (total) _____

LEADER _____

NEWCOMERS _____

FINANCES

Old Balance \$ _____
Income \$ _____
Sub Total \$ _____
Expenses (Minus) \$ _____
New Balance \$ _____

CREDITS: Collection \$ _____
Other Income \$ _____
TOTAL INCOME \$ _____
DEBTS: Hall Rent \$ _____
Refreshments \$ _____
TOTAL EXPENSES \$ _____

(OVER)

