

Financial Report for HASJ Student Government

Date _____

Money in cash box : _____
Money not spent on food supplies from last week _____
1. **Beginning Balance Add above lines** _____

2. **Itemized expenses** (should have receipts)

Store _____ Items _____ Amount _____

Store _____ Items _____ Amount _____

Store _____ Items _____ Amount _____

Store _____ Items _____ Amount _____

3. **ADD up #2 Subtotal of expenses** _____

4. **SUBTRACT LINE 3 FROM LINE 1** _____

5. **Income** collected for the day _____

6. **Subtotal** ADD LINE 4 AND 5 _____

7. Amount Placed in Bank Account _____

8. Amount Taken to purchase food supplies _____

9. **SUBTRACT** Line 7 and 8 from line 6 _____

Balance (amount left in cash box) (Line 9) _____

Attach receipts to back of this slip.

President Signature

Treasurer Signature