Hand write in RED on top of this form -- *Special Year End Closing Form*

California | Assembly No. 300 | Date 12/31/YYYY

RECEIPTS

		Deposit Early
Remember to attach:		
ALL 12/31/YYYY Bank Statements		
ALL Project/Fundraiser Forms		
ALL sources of income received		
Sub Total		
Interest		
TOTAL		

BILLS

Check No.		
	Remember to attach all appropriate	
	receipts for expenses.	
	Year End Payments to GA and SA	
	ALL receipts for other expenses	
	Bank Charges	
	TOTAL	

Audit Committee Signature

Member _____

Member _____

Advisor _____

I have counted and agree with these figures:

Treasurer _____
(signature)

RECONCILIATION

Bal. Previous Mtg. _____

Receipts _____

Total _____

Disbursements _____

Bal. This Meeting _____

White to: Recorder Yellow to: Treasurer Pink to: Mother Advisor