

This example is for reference only. Fill in the correct particulars.

Income and Expenses Statement for the Year Ended 31st December 2016

1st Headquarters Company

	Note (if any)	2016 RM
<u>Income</u>		
Member's Contribution		1,400.00
Love Gift	1	150.00
Allocation from Sponsoring Body		500.00
Fundraising	2	1,000.00
...		
...		
Subtotal		3,050.00
<u>Expenses</u>		
Annual Camp Subsidize		(500.00)
Enrolment & Awards Day	3	(150.15)
Stationaries		(50.50)
Purchase of Company Flag		(500.00)
Bus Charter Cost	4	(400.00)
Dues payment to BBM		(1,500.00)
...		
...		
Subtotal		(3,100.65)
Surplus/ Deficit		(50.65)

Note:

1. Love Gift from the following individuals:
 - a. Mr. Jack RM50
 - b. Mdm. Linda RM100
2. Fundraising Event done on the 25th December.
3. For refreshment
4. For Outing to Gunung Lang

Prepared by: _____ (Treasurer) Confirmed by: _____ (Captain)

Prepared on: dd/mm/yyyy

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