SAMPLE SCHOOL PTA MONTHLY TREASURER REPORT

REPORT DATE: MONTH DD, YYYY

STARTING BALANCE ON HAND

\$0

INCOME

ТҮРЕ	BUDGET LINE ITEM	ACTUAL CURRENT MONTH	ACTUAL YEAR TO DATE	APPROVED BUDGET	+/ VARII	
PTA Admin	Membership Dues				\$	-
Business Donation	Box Tops		\$ -	\$ -	\$	-
Business Donation	Corporate Sponsorship				\$	-
Business Donation	Pizza/ Restaurant Cards				\$	-
Business Donation	Spirit Nights @ Businesses				\$	-
Business Donation	Store Rewards (Giant, Harris T, Amazon)				\$	-
Personal Donation	Direct Donation (Paper or E check)					
Fundraiser	After School Classes/Activities				\$	-
Fundraiser	Bingo				\$	-
Fundraiser	Pancake Meal				\$	-
Fundraiser	Carnival				\$	-
Fundraiser	Auction				\$	-
Fundraiser	Logo Items				\$	-
Fundraiser	Spirit Wear				\$	-
SUBTOTAL INCOME		\$ -	\$ -	\$ -	\$	-

EXPENSES

Classroom Supplies Classroom Supplies Classroom Supplies Classroom Supplies Classroom Supplies Classroom Support Community Support School Service Projects Support School Service Projects Support Support School Service Projects Support Suppo	Classes Consilies	Communication Foldon 9 Anondos	l e		ı	•	
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Instructional Support							-
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Fundraiser Auction \$ Fundraiser Logo Items \$ Fundraiser Spirit Wear \$ \$	Fundraiser	Pancake Meal				\$	-
Fundraiser Auction \$ Fundraiser Logo Items \$ Fundraiser Spirit Wear \$ \$	Fundraiser	Carnival				\$	-
Fundraiser Logo Items \$ Fundraiser Spirit Wear \$ \$							-
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ISUBTOTAL EXPENSES \$ - \$ - \$ - \$							
T T T	SUBTOTAL EXPI	ENSES	\$ -	\$ -	\$ -	\$	-

ENDING BALANCE ON HAND

4

UN-CLEARED TRANSACTIONS	Check #	Name	\$
			\$ -
	SUBTOTAL UN-CLEARED TRANSATIONS		\$ -

RECONCILIATION	ACCOUNT BALANCE WITH UNCLEARED TRANSATIONS	#VALUE!
	ACTUAL CHECKING STATEMENT BALANCE- MONTH END	\$
	ARE THEY THE SAME? (YES/NO)	