

NEW BRUNSWICK TEACHERS' ASSOCIATION

BRANCH ANNUAL FINANCIAL REPORT

Please forward to: Melinda Cook, Deputy Executive Director
New Brunswick Teachers' Association
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E3B 5R6

Or e-mail: melinda.cook@nbta.ca

On or Before: September 21, 2018

BRANCH NUMBER: _____

TREASURER: _____

E-MAIL: _____

YEAR ENDED: JUNE 30, 2018

REPORT A

BANK RECONCILIATION

Balance as per Bank Statement (June 30, 2018)	\$ _____	1
ADD: Late Deposit not shown on statement	+ _____	2
	\$ _____	3
DEDUCT: Outstanding Cheques:		
Cheque # _____	Amount \$ _____	4
_____	\$ _____	5
_____	\$ _____	6
_____	\$ _____	7
_____	\$ _____	8
_____	\$ _____	9
_____	\$ _____	10
_____	\$ _____	11
_____	\$ _____	12
_____	\$ _____	13
TOTAL OUTSTANDING CHEQUES	\$- _____	14
ADJUSTED BANK BALANCE	\$ _____	15

REPORT B

POINT REVENUE & EXPENDITURES

REVENUE

POINT Grant (2017-2018)	\$ _____	1		
Other	\$ _____	2		
TOTAL REVENUE			\$ _____	3

EXPENDITURES

POINT Gatherings	\$ _____	4		
Supply Days	\$ _____	5		
Purchases (Gift cards, books, etc.)	\$ _____	6		
POINT Committee Costs	\$ _____	7		
Other _____	\$ _____	8		
TOTAL EXPENDITURES			\$ _____	9
SURPLUS OR DEFICIT			\$ _____	10

REPORT C

STATEMENT OF REVENUE & EXPENDITURES

REVENUE

NBTA Grant	\$ _____	1
Bank Interest	\$ _____	2
Branch Fees	\$ _____	3
Retirement Tickets	\$ _____	4
POINT Grant	\$ _____	5
Other	\$ _____	6
TOTAL REVENUE	\$ _____	7 ←

EXPENDITURES

Rep. /Executive Meetings	\$ _____	8	S U B T R
Branch Meetings	\$ _____	9	
Branch Committees	\$ _____	10	
POINT	\$ _____	11	
Scholarships	\$ _____	12	
Bank Charges	\$ _____	13	
Office Supplies, etc.	\$ _____	14	
Audit	\$ _____	15	

Retirements	\$ _____	16	A
AGM	\$ _____	17	
Joy & Sorrow	\$ _____	18	C
Other	\$ _____	19	
TOTAL EXPENDITURES	\$- _____	20	← T
SURPLUS or <DEFICIT> for the Year	\$ _____	21	

REPORT D

BALANCE SHEET

ASSETS

Chequing Account	\$ _____	1
Savings Account	\$ _____	2
Investments (GICs)	\$ _____	3
Strike Account	\$ _____	4
Scholarship Account	\$ _____	5
Other	\$ _____	6

TOTAL ASSETS \$ _____ 7

MEMBERS' EQUITY

Accumulated Surplus/Deficit July 1, 2017	\$ _____	8
ADD: Surplus/Deficit June 30, 2018 (line 21, Report C)	\$ _____	9

TOTAL MEMBERS' EQUITY \$ _____ 10

The amount on line 7 must be the same as the amount on line 10.