

Treasurer's Quarterly Report or Annual Summary

This report blank is intended for use by church treasurers in making quarterly reports and annual summaries to the Quarterly Conference. A copy is made for the recording steward, one for the pastor, one for the district superintendent, and one for the church treasurer's file. A summary of all quarterly reports made to the Quarterly Conference constitutes a complete annual report for the church or charge. On circuits each church treasurer makes the summary for his own church, and the summary for the charge is compiled by the recording steward or someone designated by him. Where two treasurers make reports, each should use one of these report forms, disregarding those items for which he is not responsible.

PART I—CURRENT EXPENSES

Date Jan. 8 1946

*Quarterly Report from 11-1- 1945 to 12-31 1945
*Annual Summary

Charge or Church Duke Memorial

Receipts

Balance on Hand Last Report	<u>10-31</u> 19 <u>45</u>		\$ <u>1,802.86</u>
Envelopes and Subscriptions		\$ <u>4,064.10</u>	
Loose or Plate Offerings		<u>254.65</u>	
Special Contributions	<u>Orphanage</u>	<u>856.73</u>	
Organizations			
			\$ <u>5,175.48</u>
Total Received			\$ <u>6,978.34</u>

Disbursements

Ministerial Support: Pastor		\$ <u>900.00</u>	
District Superintendent's Fund		<u>54.00</u>	
Episcopal Fund		<u>15.76</u>	
Conference Claimants' Fund		<u>112.50</u>	\$ <u>1,082.26</u>
Maintenance and Worship: Music		\$ <u>433.34</u>	
Janitor		<u>312.60</u>	
Fuel, <u>Water & Lights</u>		<u>269.89</u>	
Electricity, Gas, Water <u>Stamps & Stationery</u>		<u>197.60</u>	
Insurance		<u>126.75</u>	
<u>Salaries</u>		<u>457.10</u>	
<u>Bulletin</u>		<u>131.50</u>	
<u>Telephone & Telegraph</u>		<u>26.16</u>	
<u>Janitor Supplies</u>		<u>23.61</u>	
<u>Other Expenses</u>		<u>219.24</u>	
Total Disbursed			\$ <u>3,280.05</u>
Balance on Hand			\$ <u>3,698.29</u>

* Cross out one.

Cash Balance on Hand (brought forward from preceding page)\$ _____
 Amount Due from Subscriptions..... _____
 Total Cash and Subscriptions.....\$ _____

Unpaid Accounts:
 Ministerial Support:
 Pastor\$ _____
 District Superintendent's Fund..... _____
 Episcopal Fund..... _____
 Conference Claimants' Fund.....\$ _____

Other Bills:\$ _____

 Total Unpaid Accounts.....\$ _____
 Surplus or Deficiency.....\$ _____

Submitted by _____
 Treasurer

PART II—BENEVOLENCES

*Quarterly Report from _____ 19____ to _____ 19____ Charge or Church _____
 *Annual Summary Date _____ 19____

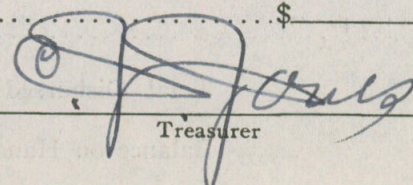
Receipts

Balance on Hand Last Report _____, 194____ \$ _____
 Envelopes and Subscriptions.....\$ _____
 Special Contributions..... _____
 Organizations _____

 Total Received\$ _____

Disbursements

To Conference Treasurer.....	Benevolence	\$ 533.32
To Conference Treasurer.....	Sustentation Fund	92.52
To Conference Treasurer.....	Methodist College Advance	41.64
To Conference Treasurer.....		\$ 667.48
	Orphanage	856.73
	District Expense	67.50
	Retirement Fund	54.00
		\$ 978.23
Total Disbursed		\$ 4,925.76
Balance on Hand.....		\$ 2,052.58
Total Unpaid Subscriptions		\$ _____

Submitted by  _____
 Treasurer

Prepared and edited by the Commission on Records, Forms, and Statistical Blanks, and authorized as the Official Form for this purpose. Rev. 44.

* Cross out one.