



# P.F.I.W. Year-end Financial Report



Chapter \_\_\_\_\_

Beginning Date \_\_\_\_\_ Ending Date \_\_\_\_\_

## Cash Flow Summary

Beginning Cash Balance

Final Cash Balance

## Operating Cash Flow

### Income

Donations

Grants

Dues

Miscellaneous

Total Operating Income

### Expenses

Reimbursements

Office Equipment

Office Supplies

Telephone

Electric

Internet

Rent

Postage

Printing

Fees

Donations to Charities

Entertainment (food, drinks & ice, etc.)

Miscellaneous

Total Operating Expenses

**Comments:**

Print Name

Signature

Date

**Instructions:**

01. The beginning date must always be January 1st of the year.
02. The ending date must always be December 31st of the year.
03. The beginning balance must be the same as last years ending balance.