



| DATE | ITEM          | EXPENSES | INCOME | AMOUNT OF CASH ON HAND |
|------|---------------|----------|--------|------------------------|
|      |               |          |        |                        |
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|      |               |          |        |                        |
|      | <b>TOTALS</b> |          |        |                        |

If a year end total balance of Service Unit account exceeds \$500, please give a detailed explanation of how the funds will be used. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

| SIGNATURE OF SERVICE UNIT TREASURER | SIGNATURE OF SERVICE UNIT DIRECTOR | DATE |
|-------------------------------------|------------------------------------|------|
|                                     |                                    |      |

Name and location of Bank \_\_\_\_\_

Account Number \_\_\_\_\_

Names of Check Signers \_\_\_\_\_

This record, or a copy of this record, should be transferred from one treasurer to another as the office changes.

“Cash on Hand” includes bank balances as well as bills and coins.