Meetings/Event conducted by
Meetings held at (if applicable)
Start Date $\qquad$ Ending Date

Pastor/Treasurer submitting report $\qquad$

| DATE | CHECK\# | DESCRIPTION OF EXPENSES | AMOUNT | DATE | OFFERING |
| :--- | :--- | :--- | :--- | :--- | :--- |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |



## PLEASE READ

This report of outreach expense and income should be completed by the pastor in charge of the meetings or the treasurer and mailed to the conference treasurer within 30 days of the final night of the meetings. Please send any unused funds with the report.

Please itemize all expenses and offerings. Documents for all expenditures must be included with report. Copies are acceptable. Please assign a number to each document.

Prompt and accurate reports are always helpful and appreciated. ©

Total Offerings
Advanced by Conference $\qquad$
Received from church(es) . . . . . $\qquad$

Other sources
Total Cash Received $\qquad$
$\qquad$
Total Cash Received $\qquad$
Less Total Expense $\qquad$
Cash on Hand $\qquad$

Excess or (Deficit) $\qquad$

