



Annual Audit – Fund Balance Report

The Committee on Finance is required to make provision for an annual audit of the records of all the financial officers (including the financial secretary or church business manager and treasurers) of the church and all its organizations and shall report to the Charge Conference. Guidelines for handling of an accountability of funds can be found in the *2009-2012 United Methodist Church Financial Records Handbook* and in *Guidelines for Leading Your Congregation: FINANCE*, available at <http://www.cokesbury.com>, and *The Local Church Audit Guide*, available at <http://www.gcfa.org>.

Copies of this report should be filed with the recording secretary, pastor, district superintendent and chairperson of the committee on finance.

Church: _____ Charge: _____

District: _____ Annual Conference: _____

For the period beginning January 1 and ending December 31

1. Receipts, Disbursements, and Balances (Round to the nearest dollar)

LOCAL CHURCH FUNDS (Use those applicable to your church)	(a) Balance at Beginning of Period	(b) Cash Received and Recorded	*(c) Total Disburse- ments for Period (-)	*(d) Transfers + (-)	(e) Balance End Of Period
General Fund					
Benevolence Fund					
Building or Improvement Fund					
Board of Trustees' Fund					
United Methodist Women					
United Methodist Youth Fellowship					
United Methodist Men					
Church school					
Other Organizations or Funds (enter name)					
Name:					
Total amount of cash in treasuries of the church		the			

