

Order of Malta- American Association

Area: _____

Period from: _____ **to** _____

Name of Bank and Account:

Book balance- Beginning of Period _____ \$
(date)

Add: Receipts from _____ to _____
(see attached schedule for details)

Less Disbursements from _____ to _____
(see attached schedule for details)

Other (Describe):

- 1.
- 2.
- 3.

Book balance - end of period. _____
(date)

Supporting documents to be attached:

1. Reconciliation of bank to book balance during period
2. Copy of bank statements for the period
3. Copy of any solicitations to members during the period.
4. If applicable, a detailed schedule of any inventories of products held for sale at the end of the period.

Prepared by _____ Date _____

Approved by _____ Date _____