

SMART TD Auxiliary

Worksheet for the Semi-annual financial report balance sheet

1. To begin this report, review the lodge's last semi-annual financial report and place the figure from the "Grand Total" on Line A.
2. List "Deposits" on Lines 1 and 2. Add Lines 1 and 2 for the "Total deposits" on Line B.
3. List "Disbursements" on Lines 3 and 4. Add Lines 3 and 4 for the "Total Disbursements" on Line C.
4. Add Line A and Line B, then subtract Line C for the Grand Total (Line D).
5. Fill in balances on Lines 5 through 9. Add Lines 5 through 9 for "Grand Total" on Line E.
6. To check your work, if the total of Line D is equal to Line E then your worksheet is correct.

Balance brought forward from the last semi-annual report:		Balances	
	\$ _____ (Line A)	Checking account	\$ _____ (Line 5)
Deposits:		Savings account	\$ _____ (Line 6)
Lodge dues received	\$ _____ (Line 1)	Bonds (#)	\$ _____ (Line 7)
Miscellaneous	\$ _____ (Line 2)	CDs (#)	\$ _____ (Line 8)
<i>(itemize on back)</i>		Other investments	\$ _____ (Line 9)
Total deposits	\$ _____ (Line B)	Grand Total	\$ _____ (Line E)
<i>(Add Lines 1, 2 and 3)</i>		<i>(Add Lines 5 through 9; this is the "Balance brought forward" for next report)</i>	
Disbursements			
Grand Lodge assessment	\$ _____ (Line 3)		
Miscellaneous	\$ _____ (Line 4)		
<i>(Itemize on back)</i>			
Total disbursements	\$ _____ (Line C)		
Grand Total	\$ _____ (Line D)		
<i>(Add lines A and B, subtract line C)</i>			

(The totals of Line D and Line E will be equal if your worksheet is correct)