

LOCAL UNION
FINANCIAL SECRETARY'S MONTHLY REPORT

District _____ Local Union No. _____ Month of _____ 2023

Balance to Account for Beginning of Month.....\$ _____

INCOME

Cash Dues Collected

Active Dues.....\$ _____
Inactive Dues.....\$ _____
Other (List) _____ \$ _____
_____ \$ _____
_____ \$ _____
Total Cash Dues Collected.....\$ _____
Local Share of Dues & Fees from International.....\$ _____
Interest and Other Income (List) _____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
Refunds _____ \$ _____
GROSS INCOME.....\$ _____
NET INCOME.....\$ _____

EXPENDITURES

Salary & Non Lost Time Wages (Gross).....\$ _____
Lost Time Wages (Gross).....\$ _____
Total of Gross Salary & Wages (Gross).....\$ _____
Less Total of Payroll Withholdings (Gross).(\$ _____)
Net Wages Paid.....\$ _____
Total Payroll Taxes Paid.....\$ _____
Other Payroll Deductions Paid (List) _____ \$ _____
_____ \$ _____
_____ \$ _____
Cash Dues Transmitted to International.....\$ _____
Total Employee Expenses (Travel, Meal, Lodging, etc.).....\$ _____
Other Expenditures (List by Classification from Form L-212)
_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
Transfer(s) from General Checking Acct.....\$ _____
GROSS EXPENDITURES.....\$ _____
Less Total of Transfers.....(\$ _____)
NET EXPENDITURES.....\$ _____
Excess of Income Over Expenditures.....\$ _____
OR
Excess of Expenditures Over Income.....(\$ _____)

Balance to Account For End of Month.....\$ _____

(Must agree with "Total Cash Assets and "Total of All Funds")

ALLOCATION OF ASSETS

Book Balance General Checking Account.....	\$	_____
Cash on Hand (Deposited _____).....	\$	_____
Book Balance Savings Account(s) (List) _____	\$	_____
_____	\$	_____
_____	\$	_____
Certificate of Deposit (List) _____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
Accounts held on behalf of member (List) _____	\$	_____
_____	\$	_____
_____	\$	_____
Total.....	\$	_____
Less Total of accounts held on behalf of members.....	\$	_____
Total Cash Assets.....	\$	_____

(Must agree with "Balance to Account for" and "Total of All Funds")

FUND BALANCES

General Fund.....	\$	_____
_____ Fund*.....	\$	_____
_____ Fund*.....	\$	_____
_____ Fund*.....	\$	_____
Total All Funds.....	\$	_____

(Must agree with "Balance to Account for" and "Total Cash Assets")