Group Treasurer's Report

Meeting Record for: _____

Prudent Reserve: _____ **Previous Balance:** _____

Secretary_____ Treasurer_____ GSR_____

Phone Number _____ Phone Number _____ Phone Number _____

Meeting Records

Date _____ Newcomers _____

Leader/Chairperson _____ Attendance (Total) _____

Old balance	_____	**Income** Collection	_____
Plus total income	_____	Plus other income	_____
Subtotal	_____	Equals total income	_____
Minus total expenses	_____	**Expenses** Rent	_____
Equals new balance	_____	Plus literature	_____
		Plus refreshments	_____
		Equals total expenses	_____

Date _____ Newcomers _____

Leader/Chairperson _____ Attendance (Total) _____

Old balance	_____	**Income** Collection	_____
Plus total income	_____	Plus other income	_____
Subtotal	_____	Equals total income	_____
Minus total expenses	_____	**Expenses** Rent	_____
Equals new balance	_____	Plus literature	_____
		Plus refreshments	_____
		Equals total expenses	_____

Date _____ Newcomers _____

Leader/Chairperson _____ Attendance (Total) _____

Old balance	_____	**Income** Collection	_____
Plus total income	_____	Plus other income	_____
Subtotal	_____	Equals total income	_____
Minus total expenses	_____	**Expenses** Rent	_____
Equals new balance	_____	Plus literature	_____
		Plus refreshments	_____
		Equals total expenses	_____

This report should be available at all group meetings.
Additional forms may be ordered from NA World Services—Item No. 9001

Date _____ Newcomers _____

Leader/Chairperson _____ Attendance (Total) _____

Old balance	_____	**Income** Collection	_____
Plus total income	_____	Plus other income	_____
Subtotal	_____	Equals total income	_____
Minus total expenses	_____	**Expenses** Rent	_____
Equals new balance	_____	Plus literature	_____
		Plus refreshments	_____
		Equals total expenses	_____

Date _____ Newcomers _____

Leader/Chairperson _____ Attendance (Total) _____

Old balance	_____	**Income** Collection	_____
Plus total income	_____	Plus other income	_____
Subtotal	_____	Equals total income	_____
Minus total expenses	_____	**Expenses** Rent	_____
Equals new balance	_____	Plus literature	_____
		Plus refreshments	_____
		Equals total expenses	_____

Financial Records

for the period from: _____ to: _____

This information should be included with your GSR report to the area

Attendance (Total) _____ Newcomers _____

Beginning Balance (Previous Balance): _____

Income:

Collection: _____

Literature: _____

Other: _____

Total Income: + _____

Expenses:

Rent: _____

Literature: _____

Supplies: _____

ASC Donation: _____

RSC Donation: _____

NA World Services Donation: _____

Other: _____

Total Expenses: – _____

Ending Balance: = _____

Prudent Reserve: _____