



UNIT FINANCIAL STATEMENT - Form 2

Unit: SCC College White

6 Months ending June 30, xxxx
12 Months ending December 31, 2014

Beg. Balances - from forms 2B, 2C & 2D

Beginning Book Balance - Savings	\$	3,005.26
Beginning Book Balance - Checking	\$	143.56
Beginning Balance - Petty Cash	\$	-
Total Beginning Book Balance - Jan 1st	\$	3,148.82

RECEIPTS - from form 2B, 2C & 2D

Unit Rebates:	April	\$	4,109.71
	October	\$	2,732.83
Interest Income:	Savings	\$	1.61
	Checking	\$	-
Other (attach explanation) checking & savings		\$	8,942.08
Petty Cash Receipts		\$	-
TOTAL RECEIPTS (Forms 2B, 2C, & 2D)		\$	15,786.23

DISBURSEMENTS - from Form B

Honoraria	\$	637.50
Bank Charges - checking acct.	\$	-
Convention Expenses	\$	159.86
Meeting Expenses	\$	127.37
Printing & Postage	\$	59.88
Supplies	\$	-
Social Events	\$	5,250.28
Travel/Associated	\$	-
Telephone Expense	\$	-
Equipment Purchases	\$	-
Education	\$	250.00
Scholarships	\$	1,500.00
Other (with explanation) - checking acct.	\$	955.96

OTHER DISBURSEMENTS - from Form 2B

Other (with explanation) - checking acct.	\$	-
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DISBURSEMENTS - from Form 2C

Bank Charges - savings acct.	\$	-
Other (with explanation) - savings acct.	\$	7,849.08

DISBURSEMENTS - from Form 2D

Petty Cash Disbursements	\$	-
TOTAL DISBURSEMENTS (Forms 2A, 2B, 2C & 2D)	\$	16,789.93

Ending Book Balance Savings	\$	2,000.33
Ending Book Balance Checking	\$	144.79
Ending Book Balance Petty Cash	\$	-

TOTAL Combined Ending Book Bal. **\$ 2,145.12**

UNIT PRESIDENT

DATE

UNIT TREASURER

DATE

Submitted by January 31th & July 31th of each year



Disbursements (Check Register) - Form 2A (Print on Legal Paper)

[illegible]

SUFFOLK
COUNTY



ASSOCIATION OF MUNICIPAL EMPLOYEES, INC.

Unit: SCC College White

6 Months ending June 30,
12 Months ending December 31,

xxxx
2014

Checking Account Bank Reconciliation - Form 2B

Beginning Book Balance - January 1st	\$	143.56
ADD:		
Bank Interest Income (from bank stmt)		
Receipts : April Rebate		
October Rebate		
Other (with Explanation below)		
Beat the Blues checks	\$	1,093.00
Transfer from savings	\$	7,849.08
LESS:		
Disbursements w/bank chg (from form B)	\$	8,940.85
Other (with Explanation below)		
Bank fee		
Ending Book Balance - CHECKING	\$	144.79
Add - Outstanding Checks	\$	75.00
Deduct - Deposits in Transit		
Bank Balance from Bank Statement	\$	219.79
Reconciled = Zero Difference	\$	0.00
Outstanding Checks = Checks issued through the June or Dec. reporting periods not yet cleared on your June or Dec. ending Bank Statements.		
Deposits In Transit = Deposits made near end of the June or Dec. reporting periods not on the June or Dec. Bank Statements.		

SUFFOLK
COUNTY



ASSOCIATION OF MUNICIPAL EMPLOYEES, INC.

Unit: SCC College White

6 Months ending June 30,
12 Months ending December 31,

XXXX
2014

Savings Account Bank Reconciliation - Form 2C

Beginning Book Balance - January 1st	\$	3,005.26
ADD:		
Bank Interest Income (from bank stmt)	\$	1.61
Receipts : April Rebate	\$	4,109.71
October Rebate	\$	2,732.83
Other (with Explanation below)		
Dividends		
LESS:		
Bank Charges		
Other (with explanation below)-transfers		
Transfer to chkn	\$	7,849.08
Ending Book Balance - SAVINGS	\$	2,000.33
Deduct - Deposits In Transit		
Bank Balance from Bank Statement	\$	2,000.33
Reconciled = Zero Difference	\$	-

Deposits In Transit = Deposits made near end of the June or Dec.
reporting periods not on the June or Dec. Bank Statements.