

National Ankylosing Spondylitis Society

Branch Financial Return for the 12 months 1 January 2014 to 31 December 2014

Branch Name	<input type="text"/>	Telephone	<input type="text"/>
Completed by (name)	<input type="text"/>	E mail	<input type="text"/>
Bank account held with	<input type="text"/>	Account No(s)	<input type="text"/>
Estimated member attendance per week	<input type="text"/>	Sort Code	<input type="text"/>

Branch Funds at 1 January 2014

£
A

INCOME

	£
Grants received from NASS HQ	B <input type="text"/>
Subscriptions received from branch members	C <input type="text"/>
Donations received (details on schedule - PAGE 3)	D <input type="text"/>
Other Fundraising receipts (details on schedule - PAGE 3)	E <input type="text"/>
Gift aid received and interest from HMRC	F <input type="text"/>
Bank interest received	G <input type="text"/>
Other income received (details on schedule - PAGE 3)	H <input type="text"/>
Total receipts (Sum of B to H)	J <input type="text"/>

EXPENDITURE

	£
Payments for use of venue or facilities	K <input type="text"/>
Payments to healthcare professionals	L <input type="text"/>
Fundraising costs and prizes	M <input type="text"/>
Refreshments	N <input type="text"/>
Postage and stationery	P <input type="text"/>
Grants and donations made (details on schedule- PAGE 3) <small>(includes equipment purchased and donated to NHS and contributions to other funds)</small>	Q <input type="text"/>
Payments made to NASS HQ	R <input type="text"/>
Other payments (details on schedule- PAGE 3)	S <input type="text"/>
Total payments (Sum of K to S)	T <input type="text"/>

PTO

Branch Funds at 1 January 2014

A

Total receipts (Sum of B to H)

J

Total payments (Sum of K to S)

T

Branch Funds at 31 December 2014 (A+J-T)

U

Total as listed of expenditure invoices relating to 2014 paid in 2015 or not yet paid (see page 3)

V

Please record all bank balances for all accounts held

It is essential that you include statements showing the final balance on the 31st Dec 2014 for all accounts held

THE TOTAL OF ALL BANK BALANCES + CASH IN HAND AS AT 31 DECEMBER 2014 SHOULD AGREE WITH THE FIGURE ENTERED IN THE BRANCH FUNDS AT 31 DECEMBER 2014 (U)

To the best of my knowledge and belief this return reflects all transactions undertaken by the branch for the 12 months 1 January to 31 December 2014.

Signed: Name:

Office held:

Additional Comments

PTO

Bank Accounts and Cash Held

Cash in hand

Bank account balance #1

Bank account balance #2

Bank account balance #3

Total bank/cash funds

PAGE 3 - SCHEDULE

D - Grants and Donations Received

Detail	Amount	Date	Comments

E - Other fundraising receipts

Detail	Amount	Date	Comments

H - Other income received

Detail	Amount	Date	Comments

Q - Grants and Donations Made

Detail	Amount	Date	Comments

S - Other payments

Detail	Amount	Date	Comments

V - Expenditure invoices relating to 2014 paid in 2015 or not yet paid

Detail	Amount	Date	Comments