

Club Financial Assessment

The Rotary Manual of Procedures requires that each club have a financial assessment made on an annual basis by a financially literate person. This financial assessment is to be documented in the attached format and submitted to the District Treasurer by October 15th. (The District Treasurer must submit a summary report of Club Assessments to the October meeting of the District Finance Committee.)

The Rotary Club of _____
Financial Assessment
For the club year ending June 30, 2014

Please attach the following to this report.

1. Balance Sheet (Statement of Position) as of June 30, 2014
2. Income Statement (Statement of Revenues and Expenses) for the year ended June 30, 2014
3. Budget for club year 2014/2015

Our Treasurer presented to our Board of Directors financial statements as follows:

- Monthly
- Quarterly
- Annually
- Did not make a presentation

The club's bank accounts were reconciled timely and filed with our bank statements.

- Monthly
- Quarterly
- Annually
- Could not determine

Paid invoices (receipt or bill) substantiate each check written and are filed systematically.

- | | | |
|--------------------------------------|-----|----|
| Alphabetically | Yes | No |
| By the Month paid | Yes | No |
| By the Club's year paid | Yes | No |
| Are cross referenced to check number | Yes | No |

Club financial records are kept for _____ years by _____

Our June 30, 2014 federal Form 990 tax return was filed on _____

Our financial assessment review was completed by the following club members:

_____	_____
Club Member	Date

Club Treasurer

Club President

Please mail to by October 1, 2014:
Larry Montague
Rotary District 7770 Treasurer
% Burkett Burkett & Burkett CPA's, P.A.
PO Box 2044
West Columbia, SC 29171