



If more than three bank accounts please provide details below

Accounts receivable (money owing to the Branch/ Group)

Term deposits maturing in less than three months


Term deposits maturing in more than three months

Other Investments

Land and buildings

Other assets

**Total Assets**

<b>G</b>	\$	-

**Liabilities**

Accounts payable (money owing by the Branch/ Group)

Term loans repayable in less than 12 months

Term loans repayable in more than 12 months

Other liabilities

**Total Liabilities**

**Assets less Liabilities/ (Net Assets)**

<b>H</b>		\$0.00
<b>I(=G-H)</b>	\$	-

**Bank Reconciliation**

Bank Balance as per bank statement as at 30/6/23

less: unpresented cheques

plus: deposits not banked

**Total Bank Balance**

1		
2		
3		
<b>= 1 - 2 + 3</b>	\$	-

Form Completed by:

Signed:

**NOTES FOR STATEMENT OF FINANCES FORM 2023**

1. This report is in the format required for the consolidation only. Financial reports to the Branch or Group can be in whatever format is most suitable for the Branch or Group.

2. Where money is raised for something and there are expenses incurred as part of the fund raising e.g. the purchase of sausages for a sausage sizzle), the gross income should be shown in the income section and the expenses incurred in raising that money, should be shown in the expenses section.

3. If you are GST registered, please state if the above figures are inclusive or exclusive of GST.

4. If any of the above income or expenditure is from other RWNZ groups please advise from whom. (e.g. donation from ...)

5. If you receive donations in-kind do not include the value in the financial statement but include information about them as a note.

6. If individual members do charitable work but funds do not go through a RWNZ Group bank account then it should not be included in this financial statement but can be included as a note.

7. **Bank Statements** - For all bank accounts, please include a bank statement showing the **closing balance at 30 June**. We may need a full year of statements, please have these available as they may be required as part of the detailed Audit.

8. **Term deposits** - please include all bank/ financial institution statements for term deposits that have matured in this financial year or mature after 30 June 2023

9. Bank Accounts/Term Deposits – Every bank balance must be reported where RWNZ members are bank signatories on those accounts by virtue of their position as Rural Women NZ office-bearer. For example, the branch holds funds for a specific purpose or community project - not part of their normal operations. The reason RWNZ is often targeted by their communities to hold such donated funds is because RWNZ is a respected charity that requires full accounting of funds held in custody. Separate bank accounts may have been set to hold these funds until they are able to be expensed/disbursed for that community project.

10. Please include your name as the completer of this form and sign