





# MICHIGAN GARDEN CLUBS, INC.

DISTRICT BUDGET and Semi Annual DISTRICT FINANCIAL STATEMENT for District IIB (enter #)  
 BUDGET Due by February 15 and FINANCIAL STATEMENTS Due by December 15 and June 15

Thank you for completing this BUDGET and Semi Annual FINANCIAL STATEMENT. It provides required documentation for MGC Financial Reports and reporting standards required for all 501c3 organizations. One form should be used to cover the entire fiscal year. If you have any questions completing this form please contact the MGC Treasurer.

District Revenue and Expenses Year:  2018	Estimated Annual District Budget	Reporting Period Ending Nov 30	Reporting Period Ending May 31	Total for the Year
<b>Revenue</b>				
District Event Registration Fees	6820			0
Sales At Events				0
District Event Silent Auction Proceeds	300			0
District Awards Received				0
Donations				0
Other 	1450			0
Transfer in from MGC				0
<b>Total Revenue</b>	8570	0	0	0
<b>Expenses (enter in negative numbers)</b>				
District Event	-6354.56			0
MI Sales Tax On Items Sold	-69			0
Donations				0
Administrative –Event Printing & Mailing	-183			0
Club Grant Awards				0
Other Expenses <small>tees, pins, postage, envelopes, printing</small>	-766.40			0
<b>Total Expenses</b>	-7372.96	0	0	0
<b>Total Surplus/(Deficit)</b>	1197.04	0	0	0

Checking Account Balance	#(Last 4 digits of account)	06/01-11/30	12/01-05/31/
Beginning Balance			
Total Surplus/(Deficit) for reporting period			
Deposits Outstanding			
Checks Outstanding			
Reconciled Checking Account Balance for reporting period	0	0	

District Director: <i>Dynn Keelan</i>	Budget Date: 2/13/18	Nov Report Date:	June Report Date:
District Treasurer: <i>Peggy Bryson</i>	Budget Date: 2/12/2018	Nov Report Date:	June Report Date:

Send or email to MGC Treasurer a copy with Transaction, Reimbursement, Event Final Report forms for reporting period, receipts for all expenses paid and end of reporting period bank statement. Retain one copy for district finance records (held for 7 years) with the District Treasurer. Statement only to District Director, 1<sup>st</sup> VP and Finance Chair.

<b>District IIB Estimated Revenue and Expense - Detail</b>			
<b>Fiscal Year: 2018-19</b>			
<b>Revenue</b>			
District Event Registration Fees			<b>\$ 6,820.00</b>
District Meeting	150 x \$30	\$ 4,500.00	
Workshops	80 x \$25	\$ 2,000.00	
Presidents Meeting	40 x \$8	\$ 320.00	
Sales At Events			
District Event Silent Auction Proceeds		\$ 300.00	<b>\$ 300.00</b>
District Awards Received			
Donations			
Other			<b>\$ 1,450.00</b>
Vendor Table Fees	10 x \$50	\$ 500.00	
Program advertising		\$ 100.00	
Logo Tees	40 x \$15	\$ 600.00	
Logo Pins	50 x \$5	\$ 250.00	
Transfer in from MGC		?	
<b>Total Revenue</b>		<b>\$ 8,570.00</b>	<b>\$ 8,570.00</b>
<b>Expenses (enter in negative numbers)</b>			
District Event			<b>\$ 6,354.56</b>
District Meeting			<b>\$ 4,229.56</b>
<i>Equipment Rental</i>		\$ 105.00	
<i>Speakers</i>		\$ 250.00	
<i>Meals</i>	157 x \$22.08	\$ 3,466.56	
<i>Vendor lunches</i>	10 x \$10.80	\$ 108.00	
<i>Publicity/Decor</i>		\$ 200.00	
<i>Administrative - Printing, Postage</i>		\$ 163.00	<b>\$ 183.00</b>
<i>Table Favors</i>		\$ 100.00	
District Workshops			<b>\$ 1,525.00</b>
<i>Leaders</i>		\$ -	
<i>Meals</i>	4x25x\$15	\$ 1,500.00	
<i>Materials</i>		\$ 25.00	
<i>Administrative - Postage/Printing</i>		\$ 10.00	
<i>Venue</i>		\$ -	
Presidents Meeting			<b>\$ 600.00</b>
<i>Venue</i>		\$ -	
<i>Meals</i>	40x\$15	\$ 600.00	
<i>Administrative - Postage/Printing</i>		\$ 10.00	
MI Sales Tax on Items Sold		\$ 69.00	<b>69</b>
Donations			
Club Grant Awards		\$ -	
Other Expenses			<b>\$ 766.40</b>
Logo Tees	40 x \$12	\$ 480.00	
Logo Pins	100 x 2.50	\$ 250.00	
Envelopes, printing, postage		\$ 36.40	
<b>Total Expenses</b>		<b>\$ 7,372.96</b>	<b>\$ 7,372.96</b>
<b>Total Surplus/Deficit</b>		<b>\$ 1,197.04</b>	<b>\$ 1,197.04</b>