



CONFIDENTIAL
BRANCH ANNUAL OPERATING STATEMENT I
CERTIFIED BALANCE SHEET
The Royal Canadian Legion, Quebec Command

BRANCH

_____ No

_____ NAME

FOR THE YEAR ENDED

_____ / _____ / _____
YYYY MM DD

PLEASE SPECIFY THE DATE OF OUR FISCAL YEAR END

ASSETS

CURRENT

Bank account

.....

Investments

.....

Inventory

.....

Building (actual value)

.....

Equipment (actual value)

.....

TOTAL – ASSETS

.....

=====

LIABILITIES

CURRENT

Accounts payable

(suppliers, deduction at source, etc.)

.....

Mortgage payable

.....

TOTAL – LIABILITIES

.....

=====

EQUITY

Equity of branch

.....

TOTAL – LIABILITIES AND EQUITY

.....

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CONFIDENTIAL
BRANCH ANNUAL OPERATING STATEMENT II
CERTIFIED INCOME & EXPENSES STATEMENT
The Royal Canadian Legion, Quebec Command

BRANCH

No _____

NAME _____

FOR THE YEAR ENDED

YYYY

MM

DD

PLEASE SPECIFY THE DATE OF OUR FISCAL YEAR END

INCOME

Bar – Liquor, beer and wine _____

Bar – other items _____

Hall Rental _____

Other income (donations, etc.) _____

TOTAL – INCOME _____

EXPENSES

Bar purchases (liquor, beer and wine) _____

Bar purchases (all others) _____

Building expenses
(property tax, insurance, light, heat, telephone,
maintenance, rent, etc.) _____

Payroll and payroll benefits _____

Mortgage payments _____

Capital _____

Interest _____

All administration expenses _____

TOTAL – EXPENSES _____

NET INCOME OVER EXPENSES _____