



**Overseas Committee Year-End Financial Report/Audit Report**

USA Girl Scouts - \_\_\_\_\_ Period from \_\_\_\_\_ to \_\_\_\_\_

Each Overseas Committee must complete this or an equivalent form and submit to USAGSO by **June 30<sup>th</sup>**.

**CASH ON HAND**-This amount should equal the cash on hand closing balance \$ \_\_\_\_\_ from the previous year as reflected in the year-end report/audit.

**TROOP FUNDS** – Subtract from Cash on Hand - \_\_\_\_\_

**OC INCOME:**

National Membership Dues \_\_\_\_\_

Contributions \_\_\_\_\_

USAGSO Grants \_\_\_\_\_

Product Sales \_\_\_\_\_

    Cookie Sales \_\_\_\_\_

    Other \_\_\_\_\_

Special Events \_\_\_\_\_

Program Events \_\_\_\_\_

Family Partnership \_\_\_\_\_

Interest \_\_\_\_\_

Other \_\_\_\_\_

**TOTAL INCOME** + \_\_\_\_\_

Cash on Hand – Troop Funds + Income = **TOTAL OC AVAILABLE RESOURCES** \_\_\_\_\_

**OC EXPENSES**

National Membership Dues \_\_\_\_\_

Cookie Sales \_\_\_\_\_

Professional Fees \_\_\_\_\_

Office Supplies \_\_\_\_\_

Printing and Copying \_\_\_\_\_

Troop Resources \_\_\_\_\_

    Books \_\_\_\_\_

    Equipment \_\_\_\_\_

    Start Up Funds \_\_\_\_\_

Training \_\_\_\_\_

Housekeeping Supplies \_\_\_\_\_

Program Events \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Adult Recognition \_\_\_\_\_

Telephone \_\_\_\_\_

Postage \_\_\_\_\_

Equipment Purchase/Rental \_\_\_\_\_

Assistance Grants \_\_\_\_\_

**TOTAL EXPENSES** - \_\_\_\_\_

**OC AVAILABLE RESOURCES – EXPENSES = YEAR-END BALANCE** \_\_\_\_\_

TROOP FUNDS (ATTACH A DETAILED SUMMARY BY TROOP) + \_\_\_\_\_

CASH ON HAND \_\_\_\_\_

(OVER)  
**STATUS OF FUNDS STATEMENT**

The funds described on the reverse side of this statement for the year-end \_\_\_\_\_,

Totaling \$ \_\_\_\_\_ are deposited in \_\_\_\_\_  
Name of Financial Institution

The account # is \_\_\_\_\_.

This report was prepared on \_\_\_\_\_, 20\_\_\_\_\_, by Overseas Committee member \_\_\_\_\_  
\_\_\_\_\_. The Overseas Committee members who have reviewed this report and are listed on  
the account as approved signatories to withdraw funds or sign checks are:

\_\_\_\_\_  
Name Social Security No.

\_\_\_\_\_  
Name Social Security No.

\_\_\_\_\_  
Name Social Security No.

\_\_\_\_\_  
Name Social Security No.

Indicate the number of signatures required to draw a check or make a withdrawal from the account (must be at least two):

Two

Three

USA Girl Scouts - \_\_\_\_\_ Overseas Committee has accepted this statement of financial position.

\_\_\_\_\_  
Signature of Overseas Committee Chair

\_\_\_\_\_  
Date

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**STATEMENT OF AUDITOR**

If the total money handled in the year is over \$1,000.00 U.S., a knowledgeable outside person must review the financial records of the Overseas Committee.

I have reviewed the books and financial records of USA Girl Scouts Overseas - \_\_\_\_\_  
Overseas Committee and find that sound bookkeeping practices have been maintained, and the report and its troop attachment are accurate as submitted with the exception of attached concerns and recommendations.

A separate report is attached.

Yes

No

\_\_\_\_\_  
Signature of Auditor

\_\_\_\_\_  
Date

**Submit to USAGSO via the Year-End Survey**