

BUDGET (SAMPLE)

FISCAL YEAR _____

Name of Unit _____ IRS EI # _____
 Council _____ District PTA _____
 Bank Name _____ Account # _____
 Bank Address _____

BALANCE ON HAND from previous year \$ _____

ESTIMATED RECEIPTS

Interest Income \$ _____
 Membership dues (unit portion only) \$ _____
 Fundraising (list individually) _____

_____ \$ _____
 _____ \$ _____
 TOTAL \$ _____

RECEIPTS NOT BELONGING TO UNIT

Council, district, State and National PTA membership per capita \$ _____
 Founders Day freewill offering \$ _____

TOTAL \$ _____

TOTAL RECEIPTS \$ _____

ESTIMATED DISBURSEMENTS

Operating Expenses

Membership Envelopes \$ _____
 Insurance Premium \$ _____
 Newsletter and Publicity \$ _____
 Council/district PTA Leadership Workshops \$ _____
 Convention (State/National PTA) \$ _____
 Officers' and Chairmen's Reimbursement \$ _____
 Past President's Pin \$ _____
 Honorary Service Award \$ _____

Program Expenses

Programs and Assemblies \$ _____
 Reflections Program \$ _____
 Parent Involvement \$ _____
 Emergency Preparedness \$ _____
 Hospitality \$ _____

Fundraising

Carnival \$ _____
 Book Fair \$ _____
 Gift Wrap \$ _____

Unallocated Reserves

TOTAL \$ _____

DISBURSEMENTS NOT BELONGING TO UNIT

Council, district, State and National PTA membership per capita \$ _____
 Founders Day freewill offering \$ _____

TOTAL \$ _____

TOTAL DISBURSEMENTS \$ _____

BALANCE ON HAND \$ _____

 Treasurer's Signature Date _____