

ST. JOSEPH OF ARIMATHEA

Church Organization Annual Financial Statement

The bylaws of St. Joseph of Arimathea Episcopal Church (attached) state that organizations that have been excepted from the general financial requirements of the parish, i.e. those maintaining their own bank account and doing their own accounting (collecting funds and disbursing them), shall submit a record of income and disbursement for the previous year to be included in the Annual Report to the parish. This is not intended to be an onerous requirement, but is both a means of oversight of groups considered “integrated auxiliaries” of the parish. and an opportunity to share about the ministry of your group and how it connects with the overall ministry of St. Joseph of Arimathea.

As this requirement does not seem to have been uniformly observed in the past, the following format is provided to make such accounting simpler for 2012. If your organization can include this information in this year’s (2011) report, please do so. The report statement doesn’t need to be split up by month, this format is to aid in record keeping for the group.

Please submit your annual report to the church office by Sunday, January 8th for inclusion in the Annual Parish Report. You can email (office@mysja.org), hand in (in the secretary’s box) or fax (615-824-3135) your report.

If you have any questions about the overall format of the report, email Fr. Jody at FrJody@mysja.org for samples.

Organization Name: _____

Month	Income (donations, dues, fund raisers etc...)	Disbursements	Category/explanation
January			
February			
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			



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