

NAME OF SOCIETY:.....

GENERAL INFORMATION

for the quarter ended.....
 (to be submitted quarterly)

	<u>Male</u>	<u>Female</u>	<u>Total</u>
1. Number of members at end of previous quarter
Less			
2. Number of terminations during quarter
Plus			
3. Number of new members in quarter
Equals			
4. Total membership at end of quarter
5. Number of employees
6. Educational Programmes			
(a)	No. staff	No. of board	
<u>Title Courses/Seminars for Staff/ Board Members</u>	<u>Attending</u>	<u>members</u>	
<u>Attending</u>			
(b) Courses/Seminars for members			
<u>Title</u>	<u>No. attending</u>		
7. Details of significant achievements during the reporting period:-			

.....
Secretary

NAME OF SOCIETY:.....
.....

BALANCE SHEET as at.....
(to be submitted monthly)

CURRENT ASSETS:

- Cash
- Accounts Receivable ¹
- Prepaid Expenses ²
- Inventory
- Investments ³
- Loans to Members
- Other

Total:

FIXED ASSETS:

- Land
- Buildings
- Furniture & Equipment
- Vehicles
- Other

Total:

TOTAL ASSETS:

LIABILITIES:

- Accounts Payable
- Members' Deposits
- Loans Payable
- Other

Total:

MEMBERS' EQUITY:

- Share Capital
- Statutory Reserve
- Common Good Funds
- Undivided Surplus

Total:

TOTAL LIABILITIES & MEMBERS' EQUITY:

.....

Treasurer

.....

Supervisor

NAME OF SOCIETY:.....
.....

INCOME AND EXPENDITURE STATEMENT FOR SOCIETIES OTHER THAN CREDIT UNIONS

for the quarter ended.....
(to be submitted monthly)

INCOME:

Total

Sales	_____
Cess	_____
Investment Income	_____
Interest on Loans	_____
Other (rent	_____
Total:	_____

EXPENSES:

Cost of Goods Sold	_____
Interest	_____
Office Expenses	_____
Depreciation	_____
Indirect Taxes	_____
Other*	_____
Total:	_____

NET INCOME:

=====

*(*Attach a separate sheet showing the details)*

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Treasurer

.....
Supervisor

NAME **OF**
SOCIETY:.....
.....

REPORT ON DOUBTFUL ACCOUNTS

for the period ended
(to be submitted annually)

- 1. Number of doubtful loans for which an allowance has been made.
.....
- 2. (a) Book value of all doubtful loans
.....

 (b) Total allowances for doubtful loans
 (.....)

 (c) Realisable value of all doubtful loans

- 3. Value of property or other assets recovered on doubtful loans during
 the year.

.....
Treasurer

.....
Auditor

NAME OF SOCIETY.....

INVESTMENTS COMPRISING THE STATUTORY RESERVE

FOR THE FINANCIAL YEAR ENDING

\$

1. Deposits in a special trust account in a registered society: _____

2. Deposits in a special trust account in a bank registered in Barbados: _____

3. Investments as per the Trustee Act, Cap. 250:

(a) securities issued by the Government of Barbados: _____

(b) securities the payment of interest on which is guaranteed by the Government of Barbados: _____

(b) fixed interest securities issued by the Caribbean Development Bank, the International Bank for Reconstruction and Development or the Inter-American Development Bank:

(c) debentures issued in Barbados by a company incorporated in Barbados, being debentures registered in Barbados: _____

(e) securities issued in Barbados by a company listed on the Securities Exchange of Barbados: _____

4. Other: _____

TOTAL \$ _____

We hereby declare that the instruments listed herein are completely free of any encumbrances.

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President

Secretary