

Private organizations must have their financials in by the 20th of the following month after the quarter ends. Please see dates at the end of the page.

QUARTERLY FINANCIAL STATEMENT

NAME OF PRIVATE ORGANIZATION:

- 1st Quarter (Jan, Feb, Mar)
- 2nd Quarter (Apr, May, Jun)
- 3rd Quarter (Jul, Aug, Sept)
- 4th Quarter (Oct, Nov, Dec)

CY 2025

	CHECKING	PETTY CASH	SAVINGS	PETTY YEN
STARTING BALANCE				
INCOME				
EXPENSES				
ENDING BALANCE				

LIST ALL FUNDRAISERS AND DONATIONS MADE THIS QUARTER

Income details (i.e. fundraisers, interest, etc.)

Expenses details (i.e. donation, purchases, etc.)

Prepared by PO Treasurer (Sign and Print name)

Date



Reviewed by PO President (sign and print name)

Date

Quarter 1: Jan-Mar
Financials due by Apr 20

Quarter 2: Apr-Jun
Financials due by Jul 20

Quarter 3: Jul-Sep
Financials due by Oct 20

Quarter 4: Oct-Dec
Financials due by Jan 20