

Annual Financial Statement

For the Year Ended: _____

Organization Information

Organization Name	_____
Address	_____
Contact	_____
Prepared By	_____

Statement of Financial Position

Assets	Amount (USD)
Cash and Cash Equivalents	
Accounts Receivable	
Property and Equipment	
Other Assets	
Total Assets	

Liabilities & Equity	Amount (USD)
Accounts Payable	
Long-term Liabilities	
Other Liabilities	
Equity	
Total Liabilities & Equity	

Statement of Income & Expenditure

Description	Amount (USD)
Income	
Grants & Donations	
Sales/Service Revenue	

Other Income
Total Income
Expenses
Staff Salaries
Office Expenses
Program Expenses
Other Expenses
Total Expenses
Net Surplus / (Deficit)

Notes

Authorization

Prepared By / Signature / Date

Approved By / Signature / Date