

Our Ref.....

Schedule Form of Statement

Name of person, society, committee or body of persons responsible for Collection or Sale

.....

Name and Address of Secretary

.....

Object of Collection or Sale

Date of Collection or Sale

Area to which account relates

Statement of Income and Expenditure

Income	Amount £ p	Total £ p	Expenditure	Amount £ p	Total £ p
From street Collection or Sale, as per list of Collectors and Vendors and amounts attached hereto.....			Printing and Stationery.....		
From other sources			Postages.....		
Bank interest			Advertising.....		
Other items, viz:			Street collection boxes and carriage		
.....			Badges or other adornments		
.....			Other items (if any):-		
.....				
.....				
.....			Disposal of Balance (insert particulars)		
.....				

Certified by.....Hon Treasurer

Address.....

Approved at a meeting of the

on the day of 20

..... (Chairman)

(here insert Certificate of Accountant)

.....

.....

.....

Address.....

**Please return to Business Support, Neighbourhood Services Department,
Canterbury City Council, Military Road, Canterbury CT1 1YW**