



Make Friends. Make Quilts. Make a Difference.

INCOME AND EXPENSE REPORT FORM

Name:		Date:
Phone:		
Email Address:		

Itemized Amounts:

INCOME

Description	Amount
Donations	
Garage Sale	
KCRQF	
Membership	
Opportunity Quilt Tickets	
Other Income	
Quilt Show Admission	
Quilt Show Boutique	
Quilt Show Raffles	
Quilt Show Silent Auction	
Quilt Show Vendor Rent	
T-shirt Sales	
Workshop Fees	
Other Income	

EXPENSE

Description	Amount
Awards & Prizes	
Beginners' Class	
Community Service	
Charity & Disaster Quilts	
Kids' Camp	
Membership	
Opportunity Quilt Supplies	
Printing	
Quilt Show Labor	
Quilt Show Rental	
Supplies/Equipment	
T-shirts	
Workshops/Programs	
Other Expense	

Total Amount

Total Amount

If Other, please explain

Treasurer Input:	Date Deposited	Date Received	Date Paid
Initials:	Amount	Check #	Check Amt

MIAMI COUNTY QUILTERS GUILD

ITEMIZED PAYMENT LIST

Instructions: List name, check number or check mark for cash.

Annotate the amount for each category. Bring total to the front