

The Nicodemus Historical Society

R.R.#2 Box 139 Bogue, Kansas 67625

(913) 674-3311

**EXAMPLE OF OUR ACCOUNTING PROCEDURES/FORMS*

1999 QUATERLY ACCOUNTING STATEMENT

QUARTER

**NOTE INCOME CATEGORIES*

INCOME

Month	-----	-----	-----	Totals
Income Totals	\$ -----	\$ -----	\$ -----	\$ -----
Dues/Memb.	\$ -----	\$ -----	\$ -----	\$ -----
Books/Video/Gift Items	\$ -----	\$ -----	\$ -----	\$ -----
Donations	\$ -----	\$ -----	\$ -----	\$ -----
Use Fees	\$ -----	\$ -----	\$ -----	\$ -----
Tours/Present/Consult	\$ -----	\$ -----	\$ -----	\$ -----
Misc.	\$ -----	\$ -----	\$ -----	\$ -----

**NOTE EXPENSE CATEGORIES*

EXPENSES

Expenses Totals	\$ -----	\$ -----	\$ -----	\$ -----
Postage	\$ -----	\$ -----	\$ -----	\$ -----
Printing/Copies/Faxes	\$ -----	\$ -----	\$ -----	\$ -----
NWOffice Supplies	\$ -----	\$ -----	\$ -----	\$ -----
Phone	\$ -----	\$ -----	\$ -----	\$ -----
Gift Items/Prod. Cost	\$ -----	\$ -----	\$ -----	\$ -----
T-Shirt Loan	\$ -----	\$ -----	\$ -----	\$ -----
Photo Repro	\$ -----	\$ -----	\$ -----	\$ -----
Misc.	\$ -----	\$ -----	\$ -----	\$ -----
Tours/Present/Consult	\$ -----	\$ -----	\$ -----	\$ -----
Difference (+/-)	\$ -----	\$ -----	\$ -----	\$ -----

Treasurer

Date

Executive Director

Date