## **Church Financial Report**

### **Title Page**

* **Title**: Church Financial Report for [Church Name]
* **Prepared By**: [Name of Preparer]
* **Period Covered**: [Start Date] - [End Date]
* **Submission Date**: [Date of Report Submission]

### **1. Executive Summary**

* Purpose of the report.
* Summary of the church's financial health.

### **2. Revenue Section**

* **Tithes and Offerings**: $X
* **Donations**: $X
* **Fundraising Income**: $X
* **Other Sources of Revenue**: $X
* **Total Revenue**: $X

### **3. Expense Section**

* **Utilities (Electricity, Water, Internet, etc.)**: $X
* **Maintenance & Repairs**: $X
* **Salaries and Wages**: $X
* **Mission and Outreach Expenses**: $X
* **Office Supplies**: $X
* **Insurance**: $X
* **Other Miscellaneous Expenses**: $X
* **Total Expenses**: $X

### **4. Profit and Loss Statement**

* **Total Revenue**: $X
* **Total Expenses**: $X
* **Net Profit/Loss**: $X

### **5. Balance Sheet**

* **Assets**
  + Current Assets: $X
  + Non-Current Assets: $X
* **Liabilities**
  + Current Liabilities: $X
  + Long-Term Liabilities: $X
* **Net Assets**: $X

### **6. Cash Flow Statement**

* **Cash Inflows**: $X
* **Cash Outflows**: $X
* **Net Cash Flow**: $X

### **7. Key Notes and Disclosures**

* **Donor Restrictions**: Restricted vs. unrestricted funds.
* **Asset Purchases and Sales**: Changes in asset holdings.
* **Debts and Loans**: Any outstanding debts.

### **8. Recommendations**

* Suggestions for improving revenue.
* Expense control measures.

### **9. Appendices**

* Copies of donation receipts, invoices, and other supporting documentation.