

# 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.