

# Detailed Income and Expenditure Statement

For the Year Ended: 31st December 2023

## Organization Details

Name	ABC Community Association
Address	123 Main Street, Citytown, Country
Prepared By	Jane Doe, Treasurer

## Income

Description	Amount (USD)
Membership Fees	9,000
Donations	3,500
Fundraising Events	2,000
Grant Received	1,500
Total Income	16,000

## Expenditure

Description	Amount (USD)
Staff Salaries	6,200
Office Rent	2,400
Utilities	850
Event Expenses	1,500
Supplies	650
Miscellaneous	300
Total Expenditure	11,900

## Summary

Total Income	16,000
Total Expenditure	11,900
Surplus/(Deficit)	4,100

## Important Notes

- All income and expenditure items should be supported by proper documentation and receipts.
- This statement should be reviewed and approved by the governing body of the organization.
- Ensure all figures are accurate and correspond to the accounting records.
- The surplus or deficit should be explained in accompanying notes if significant.
- This template may be customized to suit the specific needs of the organization.