

**INSTRUCTIONS:**

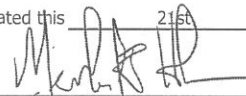
1. Complete all sections on the Narrative tab.
2. Fill in the white cells below with the appropriate information and print out this page.
3. Obtain related signature below. **Electronic signatures are not acceptable.**
4. Distribute monthly reports per Toastmasters International protocol 8.4, to the district governor and lieutenant governors within 30 days after the end of the month.
5. **Quarter reports due to World Headquarters:**
  - \* September Report: **October 31**
  - \* December (Audit) Report: **February 15**
  - \* March Report: **April 30**
  - \* June (Audit) Report: **August 31**
6. Submit approved narratives and certification page to World Headquarters by email or fax:
  - \* Scan and email the PDF to **DistrictFinancialReports@toastmasters.org**
  - \* Or fax to (949) 589-3456


**NOTE:** This certification form must be complete for the report to be accepted by World Headquarters. Reserve funds will not be released until World Headquarters receives the completed report.

In Base Currency	USD
<b>Monthly Net Income/(Loss)</b>	(1,278.11)
<b>Year to Date Net Income/(Loss)</b>	(15,904.49)
<b>Total Available Funds</b>	86,749.09

1. We, the undersigned, certify that all district financial records have been made available to the audit committee for inspection and that any unpaid bills or other outstanding obligations for the 2018-2019 term have been reported to the audit committee and included in accruals section of this audit. We further certify that there are no other outstanding district obligations incurred for the 2018-2019 term.

Dated this 21st day of March

  
\_\_\_\_\_  
District Director (for the year audited)

  
\_\_\_\_\_  
District Finance Manager (for the year audited)

**Complete only for the Mid-year Report and Year-end Report:**

2. We, the undersigned members of the Audit Committee, have examined the records of District 3 for the 2018-2019 term in accordance with the Audit Committee Guidelines\* and believe that this report properly reflects the operation for that term.

Dated this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\* Audit Committee Guidelines are available at the District Finance Corner: [www.toastmasters.org/AuditGuide](http://www.toastmasters.org/AuditGuide)  
**NOTE:** Audit committee members cannot be members of the district executive committee (e.g., district director, program quality director, club growth director, immediate past district director, secretary, finance manager, public relations officer, division directors, area directors).

In the following white cells, include a brief narrative (description/explanation) of the monthly income, revenues and expenses associated with each category of the Treasurer's Report. Explain if the monthly activities aligned or did not align with the district budget and the District Success Plan. A separate sheet may be used. For each of the four Quarter Reports, **all sections of this narrative page must be completed in order for the report to be accepted by World Headquarters.** The questions in the boxes are to help you formulate narratives. Delete the questions, and replace them with your narratives.

**Membership Revenue**

Membership revenue exceeded expectations for the second month in a row, in this case aided by the start of a new club, Trash talkers, with 54 new payments. Payments are slightly behind forecast, however a number of new club are poised to come online in the next few months.

**Conference Net Income/(Loss)**

No conference expense reported.  
Started weekly teleconference calls with committee chairs on Feb 19.  
Jim Eng (PQD) has been working with Bobbie O'Connell (Conference budget chair) and Michael Holian (DD) on the conference registration ticket prices.

**Fundraising Net Income/(Loss)**

There was no fundraising activity this month.

**TLI Net Income/(Loss)**

For the month of February, one TLI event was held.  
Feb 2nd TLI was at Glendale (Sheraton Crescent Hotel)  
The February expenses are within budget except for the printing expense which exceeded the budget.

**District Store Net Income/(Loss)**

There is no district store and no district store revenue or expenses.

**Other Revenue**

There was no other revenue.

In the following white cells, include a brief narrative (description/explanation) of the monthly income, revenues and expenses associated with each category of the Treasurer's Report. Explain if the monthly activities aligned or did not align with the district budget and the District Success Plan. A separate sheet may be used. For each of the four Quarter Reports, **all sections of this narrative page must be completed in order for the report to be accepted by World Headquarters.** The questions in the boxes are to help you formulate narratives. Delete the questions, and replace them with your narratives.

**Marketing**

The marketing team did not spend any money in February. We were under budget due to membership campaigns that were budgeted for, but cancelled due to the Talk It Up Toastmasters campaign.

**Communications and Public Relations**

The focus for PR in February 2019 is to support the District's goals of communication to the members and the outside world. Still working with D3 leadership to schedule an interview with Business Radio X. PR working to get set up on Google My Business. An approved purchase of new retractable banners may be needed before the end of the year. The new D3 Podcast is nearly ready to roll out – they have created a budget, will report to both District Director and PRM. Karen Hewitt and Kelly Hanson are working closely with Don Griffith for promotion; recommended a couple of TM podcast sites for Don to review. □

**Education and Training**

No training for Area Director's & Division Director's for the month of February. Therefore, no expense for this month.

**Speech contests**

26 Area speech contests were conducted for the month of February. The awards expense (trophies, plaques, ribbons & certificates) for this month is within budget.

**Administration**

Administration expenses exceeded the monthly forecast due in large to payment of storage facilities for the year, yet remain behind the annual forecast. The remaining large expense here is for the few remaining trophies to be ordered, and a large expenditure on pins. Our previous inventory of pins cannot be located, so it would seem we are going to have to begin from scratch in ordering pins for conference.

**Travel**

Travel expenses for the month were the mid year training lodging expenses from January, which was under that forecast due to us sending only two officers to training.

**Other Expenses**

The only other expenses this month include the monthly TI Allocation.

**District 3**  
**Balance Sheet (in USD)**

07/01/2018 Through 02/28/2019

	Actual
<b>Assets</b>	
Current Assets	
Cash and Cash Equivalents	110,231.28
Prepaid Expenses	2,068.46
Total Current Assets	112,299.74
<b>Total Assets</b>	<b>\$ 112,299.74</b>
 <b>Liabilities and Equity</b>	
Liabilities	
Current Liabilities	
Accrued Liabilities	59.62
Total Current Liabilities	59.62
Total Liabilities	59.62
Stockholders Equity	
Net Assets	128,144.61
Net Income (Loss)	(15,904.49)
Total Stockholders Equity	112,240.12
<b>Total Liabilities and Equity</b>	<b>\$ 112,299.74</b>

**District 3**  
**Available Funds (in USD)**

Month Ending 02/28/2019

**Available Funds**

Cash & District Reserve	
Cash	
Cash - Bank of America (6622)	18,671.24
Total Cash	<u>18,671.24</u>
District Reserve	<u>91,560.04</u>
Total Cash & District Reserve	<u>110,231.28</u>
Minimum District Reserve Required at Year End	<u>(23,482.19)</u>
<b>Total Available Funds</b>	<b><u><u>86,749.09</u></u></b>

**District 3  
Profit & Loss (Actual vs. Budget Summary) (in USD)**

Month Ending 02/28/2019			07/01/2018 Through 02/28/2019		
Actual	Budget	Variance	Actual	Budget	Variance
			<b>District Revenue</b>		
4,933.13	4,307.00	626.13	51,442.89	51,666.00	(223.11)
0.00	0.00	0.00	3,874.00	4,250.00	(376.00)
0.00	0.00	0.00	7,932.73	7,750.00	182.73
<u>4,933.13</u>	<u>4,307.00</u>	<u>626.13</u>	<u>63,249.62</u>	<u>63,666.00</u>	<u>(416.38)</u>
			<b>District Expenses</b>		
0.00	0.00	0.00	(292.01)	0.00	(292.01)
1,509.46	3,700.00	(2,190.54)	15,746.44	21,364.10	(5,617.66)
0.00	2,390.00	(2,390.00)	8,319.80	18,315.00	(9,995.20)
105.09	1,300.00	(1,194.91)	4,234.92	14,050.00	(9,815.08)
0.00	700.00	(700.00)	3,845.62	13,671.84	(9,826.22)
815.30	0.00	815.30	2,788.22	6,100.00	(3,311.78)
2,414.43	975.00	1,439.43	14,861.86	16,800.00	(1,938.14)
975.59	200.00	775.59	8,111.26	10,845.00	(2,733.74)
391.37	391.37	0.00	21,538.00	15,626.96	5,911.04
<u>6,211.24</u>	<u>9,656.37</u>	<u>(3,445.13)</u>	<u>79,154.11</u>	<u>116,772.90</u>	<u>(37,618.79)</u>
<u><b>(1,278.11)</b></u>	<u><b>(5,349.37)</b></u>	<u><b>4,071.26</b></u>	<u><b>(15,904.49)</b></u>	<u><b>(53,106.90)</b></u>	<u><b>37,202.41</b></u>
			<b>Total Net Income</b>		

**District 3**  
**Receipts Register (02/01/2019 - 02/28/2019)**

Receipt date	Customer	Payment method	Transaction number	Trans- action date	Txn cur- rency	Txn amount	Amount (USD)	Amou nt ap- plied (USD)	De- posited on	Bank ac- count
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No data found for selected filters

### District 3 Bills Register (02/01/2019 - 02/28/2019)

Date	Vendor	Bill#/Adj#	Due date	Descr	Curr	Trans. amount	Base amount(USD)	Amount paid (USD)
02/01/2019	V-00033369--Bank of America Business Advantage Fee		02/01/2019		USD	29.95	29.95	29.95
02/02/2019	V-00026236--Sheraton Crescent Hotel		02/02/2019		USD	464.59	464.59	464.59
02/04/2019	V-00000305--Bank Card Merchant Fees		02/04/2019		USD	57.40	57.40	57.40
02/04/2019	V-00000308--Authnet Gateway Fee		02/04/2019		USD	10.00	10.00	10.00
02/05/2019	V-00000002--Toast masters International - WHQ		02/05/2019		USD	2.11	2.11	2.11
02/10/2019	V-00007562--James Eng		02/10/2019		USD	32.62	32.62	32.62
02/13/2019	V-00020750--Concur Technologies, Inc.		02/13/2019	Trish Blackwelder	USD	126.42	126.42	126.42
02/13/2019	V-00020750--Concur Technologies, Inc.		02/13/2019	Michael Holian	USD	36.95	36.95	36.95
02/13/2019	V-00020750--Concur Technologies, Inc.		02/13/2019	Michael Holian	USD	64.66	64.66	64.66
02/13/2019	V-00000319--Tri City Storage Solutions		02/13/2019		USD	1,826.40	1,826.40	1,826.40
02/13/2019	V-00000334--RC Type, Print & Direct Mail		02/13/2019		USD	213.00	213.00	213.00
02/13/2019	V-00033824--Church of the Beatitudes		02/13/2019		USD	150.00	150.00	150.00
02/14/2019	V-00000002--Toast masters International - WHQ		02/14/2019		USD	89.60	89.60	89.60
02/18/2019	V-00020750--Concur Technologies, Inc.		02/18/2019	DYLAN DOWNHILL	USD	835.53	835.53	835.53
02/18/2019	V-00020750--Concur Technologies, Inc.		02/18/2019	MICHAEL HOLIAN	USD	1,438.43	1,438.43	1,438.43
02/22/2019	V-00020750--Concur Technologies, Inc.		02/22/2019	Michael Holian	USD	83.59	83.59	83.59
02/27/2019	V-00000002--Toast masters International - WHQ		02/27/2019		USD	49.30	49.30	49.30
02/27/2019	V-00000002--Toast masters International - WHQ		02/27/2019		USD	49.30	49.30	49.30

Created on : 04/22/2019



### District 3 Bills Register (02/01/2019 - 02/28/2019)

Date	Vendor	Bill#/Adj#	Due date	Descr	Curr	Trans. amount	Base amount(USD)	Amount paid (USD)
02/27/2019	V- 00000002--Toast masters Interna- tional - WHQ		02/27/2019	9009197 974	USD	(49.30)	(49.30)	(49.30)
02/28/2019	V- 00000002--Toast masters Interna- tional - WHQ		02/28/2019		USD	253.53	253.53	253.53
02/28/2019	V- 00000002--Toast masters Interna- tional - WHQ		02/28/2019		USD	55.79	55.79	55.79
<b>Grand total</b>						<b>5,819.87</b>	<b>5,819.87</b>	

# District 3 Reconciliation Report

As Of 02/28/2019  
Account: Cash - Bank of America (6622)

Statement Ending Balance	18,771.62
Deposits in Transit	0.00
Outstanding Checks and Charges	(100.38)
Adjusted Bank Balance	18,671.24
Book Balance	18,671.24
Adjustments*	0.00
Adjusted Book Balance	18,671.24

Total Checks and Charges Cleared                      3,118.97      Total Deposits Cleared                                      20,000.00

## Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
	From bank account ' District Reserve 03' to bank account ' 6622 Checking'	01/30/2019		20,000.00	
<b>Total Deposits</b>				<b>20,000.00</b>	<b>0.00</b>

## Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
Connie Weiss		05/30/2018	7625	38.36	
James Eng		01/23/2019	7674		28.56
Tatiana Kurochkina		01/23/2019	7678		39.20
Connie Weiss		01/23/2019	7679	39.06	
Toastmasters International - WHQ		01/24/2019		1.18	
Toastmasters International - WHQ		01/24/2019		(1.18)	
Karen Hewitt		01/26/2019	7681	87.22	
City of Tucson		01/26/2019	7682	187.50	
Jeannie Enders		01/26/2019	7683	15.49	
Bank of America Business Advantage Fee		02/01/2019		29.95	
Sheraton Crescent Hotel		02/02/2019	7684	464.59	
Authnet Gateway Fee		02/04/2019		10.00	
Bank Card Merchant Fees		02/04/2019		57.40	
James Eng		02/10/2019	7685		32.62
Church of the Beatitudes		02/13/2019	7686	150.00	
RC Type, Print & Direct Mail		02/13/2019	7687	213.00	
Tri City Storage Solutions		02/13/2019	7688	1,826.40	
Toastmasters International - WHQ	9009197974	02/27/2019		(49.30)	
Toastmasters International - WHQ	9009197974	02/27/2019		49.30	
<b>Total Checks and Charges</b>				<b>3,118.97</b>	<b>100.38</b>

**District 3**  
**Reconciliation Report**  
 As Of 02/28/2019  
 Account: District Reserve Receivable

Statement Ending Balance	91,560.04
Deposits in Transit	0.00
Outstanding Checks and Charges	0.00
Adjusted Bank Balance	91,560.04
Book Balance	91,560.04
Adjustments*	0.00
Adjusted Book Balance	91,560.04

Total Checks and Charges Cleared	3,427.28	Total Deposits Cleared	4,933.13
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**Deposits**

Name	Memo	Date	Doc No	Cleared	In Transit
General Ledger Entry	February 2019 Member- ship Revenue	02/28/2019		4,933.13	
<b>Total Deposits</b>				<b>4,933.13</b>	<b>0.00</b>

**Checks and Charges**

Name	Memo	Date	Check No	Cleared	Outstanding
Toastmasters International - WHQ	9009151979	02/05/2019		2.11	
Concur Technologies, Inc.	Feb Concur OOP	02/14/2019		228.03	
Toastmasters International - WHQ	9009151979	02/14/2019		89.60	
Concur Technologies, Inc.	BoA Jan 2019	02/18/2019		2,273.96	
Concur Technologies, Inc.	Feb Concur OOP	02/24/2019		83.59	
Toastmasters International - WHQ	9009197974	02/27/2019		49.30	
Toastmasters International - WHQ	9009199308	02/28/2019		55.79	
General Ledger Entry	February 2019 Allocation for District Activities to TI	02/28/2019		391.37	
Toastmasters International - WHQ	9009191083	02/28/2019		253.53	
<b>Total Checks and Charges</b>				<b>3,427.28</b>	<b>0.00</b>

**District 3**  
**Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)**

Month Ending 02/28/2019			07/01/2018 Through 02/28/2019		
Actual	Budget	Variance	Actual	Budget	Variance
			<b>District Revenue</b>		
			Membership Revenue		
4,933.13	4,307.00	626.13	51,442.89	51,666.00	(223.11)
4,933.13	4,307.00	626.13	51,442.89	51,666.00	(223.11)
			Total Membership Revenue		
			TLI Revenue		
			Registration & Tickets		
			Registration - Member		
0.00	0.00	0.00	0.00	4,250.00	(4,250.00)
0.00	0.00	0.00	0.00	4,250.00	(4,250.00)
			Total Registration - Member		
			Registration - No Item		
0.00	0.00	0.00	3,732.00	0.00	3,732.00
0.00	0.00	0.00	3,732.00	0.00	3,732.00
			Total Registration - No Item		
			Total Registration & Tickets		
0.00	0.00	0.00	3,732.00	4,250.00	(518.00)
0.00	0.00	0.00	Non Registration		
			Non Registration		
0.00	0.00	0.00	100.00	0.00	100.00
0.00	0.00	0.00	42.00	0.00	42.00
			Total Non Registration		
			Total Non Registration		
0.00	0.00	0.00	142.00	0.00	142.00
0.00	0.00	0.00	142.00	0.00	142.00
0.00	0.00	0.00	Total TLI Revenue		
			Other Revenue		
0.00	0.00	0.00	117.73	0.00	117.73
0.00	0.00	0.00	7,525.00	7,500.00	25.00
			Total Other Revenue		
0.00	0.00	0.00	110.00	110.00	0.00
0.00	0.00	0.00	180.00	140.00	40.00
0.00	0.00	0.00	7,932.73	7,750.00	182.73
4,933.13	4,307.00	626.13	63,249.62	63,666.00	(416.38)
			<b>District Expenses</b>		
			Conference Expenses		
0.00	0.00	0.00	(92.01)	0.00	(92.01)
0.00	0.00	0.00	(200.00)	0.00	(200.00)
0.00	0.00	0.00	(292.01)	0.00	(292.01)
			Total Conference Expenses		
			TLI Expenses		
0.00	0.00	0.00	0.00	200.00	(200.00)
0.00	0.00	0.00	104.28	104.28	0.00
0.00	0.00	0.00	386.54	1,217.13	(830.59)
			Total TLI Expenses		
250.03	0.00	250.03	250.03	500.00	(249.97)
464.59	3,000.00	(2,535.41)	10,703.90	13,450.00	(2,746.10)
0.00	0.00	0.00	1,742.82	1,829.24	(86.42)
0.00	0.00	0.00	(840.04)	0.00	(840.04)
126.42	0.00	126.42	1,451.53	500.00	951.53
0.00	200.00	(200.00)	0.00	1,000.00	(1,000.00)
668.42	500.00	168.42	1,947.38	2,563.45	(616.07)
1,509.46	3,700.00	(2,190.54)	15,746.44	21,364.10	(5,617.66)
			Marketing Expense		
			Building New Clubs		
0.00	0.00	0.00	0.00	100.00	(100.00)
0.00	0.00	0.00	17.10	0.00	17.10

**District 3**  
**Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)**

Month Ending 02/28/2019			07/01/2018 Through 02/28/2019			
Actual	Budget	Variance		Actual	Budget	Variance
			(Trophies, Plaques, Ribbons & Certificates)			
0.00	0.00	0.00	7012-000000 - Supplies & Stationery Expense	0.00	1,000.00	(1,000.00)
0.00	50.00	(50.00)	7020-000000 - Printing Expense	0.00	400.00	(400.00)
0.00	400.00	(400.00)	7082-000000 - Incentives	782.49	3,200.00	(2,417.51)
0.00	450.00	(450.00)	Total Building New Clubs Membership Growth	799.59	4,700.00	(3,900.41)
0.00	0.00	0.00	7008-000000 - Promotional Materials	0.00	200.00	(200.00)
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	400.00	(400.00)
0.00	0.00	0.00	7044-000000 - Postage & Shipping Expense	39.00	200.00	(161.00)
0.00	1,940.00	(1,940.00)	7082-000000 - Incentives	7,481.21	6,490.00	991.21
0.00	1,940.00	(1,940.00)	Total Membership Growth Club Coaches	7,520.21	7,290.00	230.21
0.00	0.00	0.00	7014-000000 - Room Rental Event Expense	0.00	200.00	(200.00)
0.00	0.00	0.00	7016-000000 - Meal Event Expense	0.00	100.00	(100.00)
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	200.00	(200.00)
0.00	0.00	0.00	Total Club Coaches Rebuilding	0.00	500.00	(500.00)
0.00	0.00	0.00	7014-000000 - Room Rental Event Expense	0.00	200.00	(200.00)
0.00	0.00	0.00	7016-000000 - Meal Event Expense	0.00	200.00	(200.00)
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	100.00	(100.00)
0.00	0.00	0.00	Total Rebuilding Recognition	0.00	500.00	(500.00)
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	125.00	(125.00)
0.00	0.00	0.00	7044-000000 - Postage & Shipping Expense	0.00	200.00	(200.00)
0.00	0.00	0.00	7082-000000 - Incentives	0.00	5,000.00	(5,000.00)
0.00	0.00	0.00	Total Recognition	0.00	5,325.00	(5,325.00)
0.00	2,390.00	(2,390.00)	Total Marketing Expense	8,319.80	18,315.00	(9,995.20)
105.09	300.00	(194.91)	Communications & PR Expenses			
0.00	0.00	0.00	7008-000000 - Promotional Materials	(396.02)	2,400.00	(2,796.02)
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	250.00	(250.00)
0.00	0.00	0.00	7026-000000 - Website Expense	89.94	2,500.00	(2,410.06)
0.00	0.00	0.00	7030-000000 - Photocopying Expense	516.00	0.00	516.00
0.00	500.00	(500.00)	7036-000000 - Advertising Expense	0.00	3,000.00	(3,000.00)
0.00	0.00	0.00	7038-000000 - Dues & Association Fee Expense	250.00	0.00	250.00
0.00	500.00	(500.00)	7040-000000 - Trade Show Registration Expense	3,759.00	5,650.00	(1,891.00)
0.00	0.00	0.00	7044-000000 - Postage & Shipping Expense	0.00	250.00	(250.00)
0.00	0.00	0.00	7078-000000 - Food Expense	16.00	0.00	16.00
105.09	1,300.00	(1,194.91)	Total Communications & PR Expenses	4,234.92	14,050.00	(9,815.08)
			Education & Training Expense			
			Distinguished Clubs			
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	700.00	(700.00)
0.00	0.00	0.00	7044-000000 - Postage & Shipping Expense	22.00	250.00	(228.00)
0.00	0.00	0.00	7082-000000 - Incentives	532.59	4,000.00	(3,467.41)
0.00	0.00	0.00	Total Distinguished Clubs	554.59	4,950.00	(4,395.41)
			Training Club Officers			
0.00	200.00	(200.00)	7006-000000 - Educational Materials	719.69	800.00	(80.31)
0.00	0.00	0.00	7008-000000 - Promotional Materials	81.42	0.00	81.42
0.00	300.00	(300.00)	7014-000000 - Room Rental Event	80.00	1,500.00	(1,420.00)

**District 3**  
**Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)**

Month Ending 02/28/2019			07/01/2018 Through 02/28/2019			
Actual	Budget	Variance		Actual	Budget	Variance
			Expense			
0.00	0.00	0.00	7016-000000 - Meal Event Expense	120.58	0.00	120.58
0.00	100.00	(100.00)	7020-000000 - Printing Expense	1,252.03	500.00	752.03
0.00	100.00	(100.00)	7078-000000 - Food Expense	268.39	500.00	(231.61)
0.00	700.00	(700.00)	Total Training Club Officers	2,522.11	3,300.00	(777.89)
			Training Division & Area Governors			
0.00	0.00	0.00	7014-000000 - Room Rental Event Expense	0.00	390.00	(390.00)
			Expense			
0.00	0.00	0.00	7016-000000 - Meal Event Expense	0.00	2,657.55	(2,657.55)
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	600.00	(600.00)
0.00	0.00	0.00	7022-000000 - Audio Visual Expense	0.00	274.29	(274.29)
0.00	0.00	0.00	7078-000000 - Food Expense	683.19	1,500.00	(816.81)
0.00	0.00	0.00	Total Training Division & Area Governors	683.19	5,421.84	(4,738.65)
			Training Areas & Divisions			
0.00	0.00	0.00	7078-000000 - Food Expense	85.73	0.00	85.73
0.00	0.00	0.00	Total Training Areas & Divisions	85.73	0.00	85.73
0.00	700.00	(700.00)	Total Education & Training Expense	3,845.62	13,671.84	(9,826.22)
			Speech Contest Expenses			
815.30	0.00	815.30	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	2,743.22	5,000.00	(2,256.78)
0.00	0.00	0.00	7014-000000 - Room Rental Event Expense	45.00	600.00	(555.00)
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	200.00	(200.00)
0.00	0.00	0.00	7078-000000 - Food Expense	0.00	300.00	(300.00)
815.30	0.00	815.30	Total Speech Contest Expenses	2,788.22	6,100.00	(3,311.78)
			Administration Expenses			
17.07	0.00	17.07	7004-000000 - Badges & Pins	778.90	500.00	278.90
0.00	0.00	0.00	7008-000000 - Promotional Materials	624.25	0.00	624.25
2.11	0.00	2.11	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	4,981.17	3,500.00	1,481.17
0.00	100.00	(100.00)	7012-000000 - Supplies & Stationery Expense	146.76	800.00	(653.24)
150.00	0.00	150.00	7014-000000 - Room Rental Event Expense	1,077.50	1,600.00	(522.50)
43.84	0.00	43.84	7016-000000 - Meal Event Expense	43.84	0.00	43.84
213.00	0.00	213.00	7020-000000 - Printing Expense	1,319.39	1,500.00	(180.61)
0.00	0.00	0.00	7022-000000 - Audio Visual Expense	0.00	400.00	(400.00)
0.00	400.00	(400.00)	7026-000000 - Website Expense	1,295.15	3,200.00	(1,904.85)
0.00	0.00	0.00	7030-000000 - Photocopying Expense	78.95	0.00	78.95
64.66	0.00	64.66	7034-000000 - Conference Calls & Webinars Expense	349.64	0.00	349.64
0.00	50.00	(50.00)	7044-000000 - Postage & Shipping Expense	165.65	400.00	(234.35)
0.00	0.00	0.00	7060-000000 - Transportation - Airfare Expense	371.96	0.00	371.96
97.35	400.00	(302.65)	7070-000000 - Bank Charges & Credit Card Fee Expense	1,588.21	3,200.00	(1,611.79)
0.00	0.00	0.00	7078-000000 - Food Expense	17.89	0.00	17.89
0.00	25.00	(25.00)	7084-000000 - Sympathy Expense	42.98	200.00	(157.02)
1,826.40	0.00	1,826.40	7088-000000 - Storage Expenses	1,979.62	1,500.00	479.62
2,414.43	975.00	1,439.43	Total Administration Expenses	14,861.86	16,800.00	(1,938.14)
			Travel Expense			
			District Director			
0.00	0.00	0.00	7056-000000 - Convention Registration Fees Expense	125.00	125.00	0.00

**District 3  
Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)**

Month Ending 02/28/2019			07/01/2018 Through 02/28/2019			
Actual	Budget	Variance		Actual	Budget	Variance
517.75	0.00	517.75	7058-000000 - Lodging Expense	2,153.16	2,500.00	(346.84)
0.00	0.00	0.00	7060-000000 - Transportation - Airfare Expense	0.00	250.00	(250.00)
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	23.24	40.00	(16.76)
32.17	0.00	32.17	7064-000000 - Transportation - Taxis/Shuttle Expense	104.93	100.00	4.93
0.00	0.00	0.00	7068-000000 - Transportation - Other Expense	109.00	0.00	109.00
73.89	0.00	73.89	7078-000000 - Food Expense	206.92	360.00	(153.08)
623.81	0.00	623.81	Total District Director	2,722.25	3,375.00	(652.75)
			Program Quality Director			
0.00	0.00	0.00	7058-000000 - Lodging Expense	0.00	500.00	(500.00)
32.62	0.00	32.62	7062-000000 - Transportation - Mileage Expense	61.18	40.00	21.18
0.00	0.00	0.00	7064-000000 - Transportation - Taxis/Shuttle Expense	0.00	50.00	(50.00)
0.00	0.00	0.00	7078-000000 - Food Expense	0.00	120.00	(120.00)
32.62	0.00	32.62	Total PQD	61.18	710.00	(648.82)
			Club Growth Director			
0.00	0.00	0.00	7056-000000 - Convention Registration Fees Expense	600.00	650.00	(50.00)
319.16	0.00	319.16	7058-000000 - Lodging Expense	2,553.31	2,500.00	53.31
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	0.00	40.00	(40.00)
0.00	0.00	0.00	7064-000000 - Transportation - Taxis/Shuttle Expense	0.00	100.00	(100.00)
0.00	0.00	0.00	7078-000000 - Food Expense	0.00	360.00	(360.00)
319.16	0.00	319.16	Total CGD	3,153.31	3,650.00	(496.69)
			Public Relations Manager			
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	0.00	20.00	(20.00)
0.00	0.00	0.00	Total PR Manager	0.00	20.00	(20.00)
			Administration Manager			
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	0.00	20.00	(20.00)
0.00	0.00	0.00	Total Admin Manager	0.00	20.00	(20.00)
			Division Director			
0.00	60.00	(60.00)	7062-000000 - Transportation - Mileage Expense	0.00	380.00	(380.00)
0.00	60.00	(60.00)	Total Division Director	0.00	380.00	(380.00)
			Area Director			
0.00	120.00	(120.00)	7062-000000 - Transportation - Mileage Expense	212.94	760.00	(547.06)
0.00	120.00	(120.00)	Total Area Director	212.94	760.00	(547.06)
			IPDD			
0.00	0.00	0.00	7056-000000 - Convention Registration Fees Expense	670.00	0.00	670.00
0.00	0.00	0.00	7058-000000 - Lodging Expense	934.52	800.00	134.52
0.00	0.00	0.00	7060-000000 - Transportation - Airfare Expense	0.00	400.00	(400.00)
0.00	20.00	(20.00)	7062-000000 - Transportation - Mileage Expense	44.66	80.00	(35.34)
0.00	0.00	0.00	7068-000000 - Transportation - Other Expense	0.00	650.00	(650.00)
0.00	20.00	(20.00)	Total IPDD	1,649.18	1,930.00	(280.82)
			Other Member			
0.00	0.00	0.00	7060-000000 - Transportation - Air-	300.40	0.00	300.40

**District 3**  
**Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)**

Month Ending 02/28/2019			07/01/2018 Through 02/28/2019			
Actual	Budget	Variance		Actual	Budget	Variance
0.00	0.00	0.00	fare Expense			
			7068-000000 - Transportation - Other	12.00	0.00	12.00
0.00	0.00	0.00	Expense			
975.59	200.00	775.59	Total Other Member	312.40	0.00	312.40
			Total Travel Expense	8,111.26	10,845.00	(2,733.74)
			Other Expenses			
0.00	0.00	0.00	7008-000000 - Promotional Materials	299.74	0.00	299.74
0.00	0.00	0.00	7012-000000 - Supplies & Stationery	234.89	235.00	(0.11)
			Expense			
0.00	0.00	0.00	7016-000000 - Meal Event Expense	13,901.69	9,174.00	4,727.69
0.00	0.00	0.00	7018-000000 - Decorations Expense	271.61	272.00	(0.39)
0.00	0.00	0.00	7020-000000 - Printing Expense	1,170.95	0.00	1,170.95
0.00	0.00	0.00	7022-000000 - Audio Visual Expense	0.00	674.00	(674.00)
0.00	0.00	0.00	7042-000000 - Outside Contractor Ex-	1,375.00	1,875.00	(500.00)
			pense			
0.00	0.00	0.00	7044-000000 - Postage & Shipping Ex-	653.16	266.00	387.16
			pense			
0.00	0.00	0.00	7086-000000 - Miscellaneous Ex-	500.00	0.00	500.00
			penses			
391.37	391.37	0.00	7092-000000 - TI Allocation	3,130.96	3,130.96	0.00
391.37	391.37	0.00	Total Other Expenses	21,538.00	15,626.96	5,911.04
6,211.24	9,656.37	(3,445.13)	Total District Expenses	79,154.11	116,772.90	(37,618.79)
<b>(1,278.11)</b>	<b>(5,349.37)</b>	<b>4,071.26</b>	<b>Total Net Income</b>	<b>(15,904.49)</b>	<b>(53,106.90)</b>	<b>37,202.41</b>