



TOASTMASTERS INTERNATIONAL
Certification for
Sept
2017-2018

DISTRICT **3**

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 Director, Program Quality Director and the Club Growth Director 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) 858-1207

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	<u>US\$</u>
Monthly Net Income/(Loss)	<u>(1,243.75)</u>
Year to Date Net Income/(Loss)	<u>9,174.36</u>
Total Available Funds	<u>121,093.82</u>

1. We, the undersigned, certify that all district financial records have been made available to the audit committee (Mid-year and Year-end) for inspection and that any unpaid bills or other outstanding obligations for the 2017-2018 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 2017-2018 term.

Dated this 4th day of December, 2017

 District Director

 Finance Manager

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 2017-2018 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" section of the website:

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 Governor, Administration Manager, Finance Manager, Public Relations Manager, Division Directors, Area



TOASTMASTERS INTERNATIONAL

Narratives for

October

2017-2018

DISTRICT

3

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

The district is not in line with the budget goals for the year regarding membership. There is a delta of \$1,214. The collection of membership dues through October was lower than 2016-2017. During the past 2 years We Miss You post cards were mailed to unpaid members.

Conference Net Income/(Loss)

Conference income will be assessed in November.

Fundraising Net Income/(Loss)

There were no Fundraising events this month.

TLI Net Income/(Loss)

There were no TLI events held this month. We started to secure venues and make arrangements for the winter seasons. The costs that were incurred were from the summer season.

District Store Net Income/(Loss)

There is no District store.

Other Revenue

There is no other Revenue



TOASTMASTERS INTERNATIONAL

Narratives for

October

2017-2018

DISTRICT

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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

Marketing expenses continue to be low to none, however the first membership drive incentive for the year has ended and we can expect to see expenses next month. We will also be introducing an incentive and recognition program for club coaches in 2018.

Communications and Public Relations

The main focus was brand awareness and lead gathering via expos and TV appearances. The Arizona's Ultimate Women's Expo was held in October at the Phoenix Convention Center. On Thursday, October 19, District 3 appeared on AZTV 7 Live with the legendary Pat McMahon. The Digital version of the Roadrunner was released on October 1. The cost of mailing this document exceeded our budget. To meet our overall budget, the RR will not be printed in the Spring 2018. However, it will be distributed electronically, and the proxy will be sent via MailChimp.

Education and Training

Education and Training focused on finishing up dues renewals, there are incentives that need to be ordered. There were no education and training expenses.

Speech contests

There were no speech contests expenses, division contests were taking place and preparations were being made for the district conference.

Administration

The main focus of the District was to ensure standard District expenses were paid and membership dues collected. Division Contest were held during the month of October. There were no unexpected expenses.

Travel

The main focus for the district was Division contest. Expenses for travel to the 2017 Convention and Pathways were reimbursed this month.

Other Expenses

There were no other expenses.



TOASTMASTERS INTERNATIONAL

Narratives for

October

2017-2018

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District 3
Balance Sheet (in USD)
07/01/2017 Through 10/31/2017

	Actual
Assets	
Current Assets	
Cash and Cash Equivalents	144,960.19
Prepaid Expenses	8,739.23
Total Current Assets	153,699.42
Total Assets	\$ 153,699.42
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accrued Liabilities	59.62
Deferred Revenue	19,830.00
Total Current Liabilities	19,889.62
Total Liabilities	19,889.62
Stockholders Equity	
Net Assets	124,635.44
Net Income (Loss)	9,174.36
Total Stockholders Equity	133,809.80
Total Liabilities and Equity	\$ 153,699.42

District 3
Available Funds (in USD)

Month Ending 10/31/2017

Available Funds

Cash & District Reserve	
Cash	
Cash - Bank of America (6622)	40,447.06
Total Cash	<u>40,447.06</u>
District Reserve	<u>104,513.13</u>
Total Cash & District Reserve	<u>144,960.19</u>
Minimum District Reserve Required at Year End	<u>(23,866.37)</u>
Total Available Funds	<u><u>121,093.82</u></u>

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

Month Ending 10/31/2017			07/01/2017 Through 10/31/2017		
Actual	Budget	Variance	Actual	Budget	Variance
			District Revenue		
5,045.74	6,260.00	(1,214.26)	42,944.78	42,129.00	815.78
0.00	0.00	0.00	225.00	0.00	225.00
0.00	0.00	0.00	3,774.00	3,774.00	0.00
0.00	0.00	0.00	6,052.00	5,938.00	114.00
<u>5,045.74</u>	<u>6,260.00</u>	<u>(1,214.26)</u>	<u>52,995.78</u>	<u>51,841.00</u>	<u>1,154.78</u>
			District Expenses		
0.00	0.00	0.00	9,688.94	9,688.94	0.00
333.24	1,200.00	(866.76)	6,436.25	7,298.57	(862.32)
145.65	3,420.00	(3,274.35)	2,898.23	5,290.01	(2,391.78)
3,102.58	5,900.00	(2,797.42)	6,541.11	11,772.06	(5,230.95)
0.00	1,980.00	(1,980.00)	1,065.26	3,945.26	(2,880.00)
0.00	0.00	0.00	3,195.33	152.37	3,042.96
434.44	2,337.50	(1,903.06)	6,965.61	8,989.27	(2,023.66)
2,273.58	1,120.00	1,153.58	7,030.69	10,025.98	(2,995.29)
<u>6,289.49</u>	<u>15,957.50</u>	<u>(9,668.01)</u>	<u>43,821.42</u>	<u>57,162.46</u>	<u>(13,341.04)</u>
<u>(1,243.75)</u>	<u>(9,697.50)</u>	<u>8,453.75</u>	<u>9,174.36</u>	<u>(5,321.46)</u>	<u>14,495.82</u>
			Total Net Income		

**District 3
Receipts Register (10/01/2017 - 10/31/2017)**

Receipt date	Customer	Payment method	Transaction number	Transaction date	Txn currency	Txn amount	Amount (USD)	Amount applied (USD)	Deposited on	Bank account
10/31/2017	C-00000484--Fall Conference	Credit Card		10/31/2017	USD	670.00	670.00	670.00	10/31/2017	6622 Checking
10/30/2017	C-00000484--Fall Conference	Credit Card		10/30/2017	USD	850.00	850.00	850.00	10/30/2017	6622 Checking
10/30/2017	C-00000484--Fall Conference	Credit Card		10/30/2017	USD	710.00	710.00	710.00	10/30/2017	6622 Checking
10/30/2017	C-00000484--Fall Conference	Credit Card		10/30/2017	USD	370.00	370.00	370.00	10/30/2017	6622 Checking
10/27/2017	C-00000484--Fall Conference	Credit Card		10/27/2017	USD	235.00	235.00	235.00	10/27/2017	6622 Checking
10/26/2017	C-00000484--Fall Conference	Credit Card		10/26/2017	USD	20.00	20.00	20.00	10/26/2017	6622 Checking
10/25/2017	C-00001451--Hostgator.Com	Check		10/25/2017	USD	39.99	39.99	39.99	10/25/2017	6622 Checking
10/25/2017	C-00000484--Fall Conference	Credit Card		10/25/2017	USD	415.00	415.00	415.00	10/25/2017	6622 Checking
10/23/2017	C-00000484--Fall Conference	Credit Card		10/23/2017	USD	215.00	215.00	215.00	10/23/2017	6622 Checking
10/20/2017	C-00000484--Fall Conference	Credit Card		10/02/2017	USD	290.00	290.00	290.00	10/20/2017	6622 Checking
10/20/2017	C-00000484--Fall Conference	Credit Card		10/20/2017	USD	230.00	230.00	230.00	10/20/2017	6622 Checking
10/19/2017	C-00000484--Fall Conference	Credit Card		10/19/2017	USD	40.00	40.00	40.00	10/19/2017	6622 Checking
10/18/2017	C-00000484--Fall Conference	Credit Card		10/18/2017	USD	660.00	660.00	660.00	10/18/2017	6622 Checking
10/17/2017	C-00000484--Fall Conference	Credit Card		10/17/2017	USD	650.00	650.00	650.00	10/17/2017	6622 Checking
10/16/2017	C-00000484--Fall Conference	Credit Card		10/16/2017	USD	1,175.00	1,175.00	1,175.00	10/16/2017	6622 Checking
10/16/2017	C-00000484--Fall Conference	Credit Card		10/16/2017	USD	580.00	580.00	580.00	10/16/2017	6622 Checking
10/16/2017	C-00000484--Fall Conference	Credit Card		10/16/2017	USD	340.00	340.00	340.00	10/16/2017	6622 Checking
10/13/2017	C-00000484--Fall Conference	Credit Card		10/13/2017	USD	1,025.00	1,025.00	1,025.00	10/13/2017	6622 Checking
10/12/2017	C-00000484--Fall Conference	Credit Card		10/12/2017	USD	150.00	150.00	150.00	10/12/2017	6622 Checking
10/11/2017	C-00000484--Fall Conference	Credit Card		10/11/2017	USD	665.00	665.00	665.00	10/11/2017	6622 Checking
10/10/2017	C-00000484--Fall Conference	Credit Card		10/10/2017	USD	1,290.00	1,290.00	1,290.00	10/10/2017	6622 Checking
10/10/2017	C-00000484--Fall Conference	Credit Card		10/10/2017	USD	885.00	885.00	885.00	10/10/2017	6622 Checking
10/10/2017	C-00000484--Fall Conference	Credit Card		10/10/2017	USD	440.00	440.00	440.00	10/10/2017	6622 Checking
10/10/2017	C-00000484--Fall Conference	Credit Card		10/10/2017	USD	350.00	350.00	350.00	10/10/2017	6622 Checking
10/06/2017	C-00000484--Fall Conference	Credit Card		10/06/2017	USD	145.00	145.00	145.00	10/06/2017	6622 Checking
10/05/2017	C-00000484--Fall Conference	Credit Card		10/05/2017	USD	325.00	325.00	325.00	10/05/2017	6622 Checking

**District 3
Receipts Register (10/01/2017 - 10/31/2017)**

Receipt date	Customer	Payment method	Transaction number	Transaction date	Txn currency	Txn amount	Amount (USD)	Amount applied (USD)	Deposited on	Bank account
10/04/2017	ence C-00000484--Fall Confer-	Credit Card		7 10/04/201	USD	145.00	145.00	145.00	10/04/2017	6622 Checking
10/03/2017	ence C-00000484--Fall Confer-	Credit Card		7 10/03/201	USD	145.00	145.00	145.00	10/03/2017	6622 Checking
10/02/2017	ence C-00000484--Fall Confer-	Credit Card		7 10/02/201	USD	115.00	115.00	115.00	10/02/2017	6622 Checking
		Total					13,169.99	13,169.9		

District 3 Bills Register (10/01/2017 - 10/31/2017)

Date	Vendor	Bill#/Adj#	Due date	Descr	Curr	Trans. amount	Base amount(USD)	Amount paid (USD)
10/09/2017	V-00000002--Toastmasters International - WHQ		10/09/2017		USD	997.48	997.48	997.48
10/17/2017	V-00000002--Toastmasters International - WHQ		10/17/2017		USD	521.69	521.69	521.69
10/02/2017	V-00000305--Bank Card Merchant Fees		10/02/2017		USD	442.28	442.28	442.28
10/02/2017	V-00000306--Mailchimp.Com		10/02/2017		USD	127.50	127.50	127.50
10/31/2017	V-00000306--Mailchimp.Com		10/31/2017		USD	127.50	127.50	127.50
10/17/2017	V-00000307--Capital Merchant Gateway Fee		10/17/2017		USD	22.15	22.15	22.15
10/03/2017	V-00000308--Authnet Gateway Fee		10/03/2017		USD	10.00	10.00	10.00
10/10/2017	V-00000311--Hostgator.Com		10/10/2017		USD	39.99	39.99	39.99
10/19/2017	V-00012182--Dorothy Yanez		10/19/2017		USD	35.84	35.84	35.84
10/04/2017	V-00020750--Concur Technologies, Inc.		10/04/2017	Michael Holian	USD	2,053.82	2,053.82	2,053.82
10/04/2017	V-00020750--Concur Technologies, Inc.		10/04/2017	Michael Holian	USD	110.00	110.00	110.00
10/04/2017	V-00020750--Concur Technologies, Inc.		10/04/2017	Cherie Baxley-Gores	USD	333.24	333.24	333.24
10/18/2017	V-00020750--Concur Technologies, Inc.		10/18/2017	MICHAEL HEIER	USD	145.65	145.65	145.65
10/18/2017	V-00020750--Concur Technologies, Inc.		10/18/2017	Michael Heier	USD	73.92	73.92	73.92
10/13/2017	V-00021584--Meetup.com		10/13/2017		USD	89.94	89.94	89.94
10/29/2017	V-00022697--Fountain of Life Lutheran Church		10/29/2017		USD	250.00	250.00	250.00
10/29/2017	V-00025009--Michael Heier		10/29/2017		USD	500.00	500.00	500.00
10/27/2017	V-00028074--Luke Honor Guard		10/27/2017		USD	100.00	100.00	100.00
10/03/2017	V-00029205--Swags LLC		10/03/2017		USD	373.37	373.37	373.37
10/26/2017	V-00029889--Easy Media List (Mondo Code)		10/26/2017		USD	157.04	157.04	157.04
Grand total						6,511.41	6,511.41	

District 3 Reconciliation Report

As Of 10/31/2017
Account: Cash - Bank of America (6622)

Statement Ending Balance	42,084.07
Deposits in Transit	0.00
Outstanding Checks and Charges	(1,637.01)
Adjusted Bank Balance	40,447.06
Book Balance	40,447.06
Adjustments*	0.00
Adjusted Book Balance	40,447.06

Total Checks and Charges Cleared	1,425.61	Total Deposits Cleared	13,169.99
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Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
Fall Conference		10/02/2017		115.00	
Fall Conference		10/03/2017		145.00	
Fall Conference		10/04/2017		145.00	
Fall Conference		10/05/2017		325.00	
Fall Conference		10/06/2017		145.00	
Fall Conference		10/10/2017		440.00	
Fall Conference		10/10/2017		885.00	
Fall Conference		10/10/2017		350.00	
Fall Conference		10/10/2017		1,290.00	
Fall Conference		10/11/2017		665.00	
Fall Conference		10/12/2017		150.00	
Fall Conference		10/13/2017		1,025.00	
Fall Conference		10/16/2017		340.00	
Fall Conference		10/16/2017		1,175.00	
Fall Conference		10/16/2017		580.00	
Fall Conference		10/17/2017		650.00	
Fall Conference		10/18/2017		660.00	
Fall Conference		10/19/2017		40.00	
Fall Conference		10/20/2017		290.00	
Fall Conference		10/20/2017		230.00	
Fall Conference		10/23/2017		215.00	
Fall Conference		10/25/2017		415.00	
Hostgator.Com		10/25/2017		39.99	
Fall Conference		10/26/2017		20.00	
Fall Conference		10/27/2017		235.00	
Fall Conference		10/30/2017		850.00	
Fall Conference		10/30/2017		370.00	
Fall Conference		10/30/2017		710.00	
Fall Conference		10/31/2017		670.00	
Total Deposits				13,169.99	0.00

Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
Geoff Mullen		06/25/2016	7291		7.00
SogetiMasters		10/29/2016	7356		14.00
Leading Articulate Anchors		10/29/2016	7359		14.00
Thomas Mundar		03/31/2017	7444		7.00
Catherine Hoffman		05/30/2017	7472		92.01
Luke Honor Guard		05/30/2017	7473		100.00
Liz Foglesong		09/09/2017	7530		7.00
Justin Barclay		09/09/2017	7531		7.00
Bonnie Jones		09/09/2017	7534		7.00
Brian Lee		09/09/2017	7535		7.00
AZ CPCU Society		09/23/2017	7539		525.00
Mailchimp.Com		10/02/2017		127.50	
Bank Card Merchant Fees		10/02/2017		442.28	
Authnet Gateway Fee		10/03/2017		10.00	
Swags LLC		10/03/2017		373.37	

District 3 Reconciliation Report

As Of 10/31/2017

Account: Cash - Bank of America (6622)

Hostgator.Com	10/10/2017	39.99	
Meetup.com	10/13/2017	89.94	
Capital Merchant Gate- way Fee	10/17/2017	22.15	
Dorothy Yanez 7540	10/19/2017	35.84	
Easy Media List (Mondo Code)	10/26/2017	157.04	
Luke Honor Guard 7541	10/27/2017		100.00
Michael Heier 7542	10/29/2017		500.00
Fountain of Life Lutheran Church 7543	10/29/2017		250.00
Mailchimp.Com	10/31/2017	127.50	
Total Checks and Charges		1,425.61	1,637.01

District 3
Reconciliation Report
 As Of 10/31/2017
 Account: District Reserve Receivable

Statement Ending Balance	104,513.13
Deposits in Transit	0.00
Outstanding Checks and Charges	0.00
Adjusted Bank Balance	104,513.13
Book Balance	104,513.13
Adjustments*	0.00
Adjusted Book Balance	104,513.13

Total Checks and Charges Cleared	4,235.80	Total Deposits Cleared	5,045.74
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Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
General Ledger Entry	October 2017 Membership Revenue	10/31/2017		5,045.74	
Total Deposits				5,045.74	0.00

Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
Toastmasters International - WHQ	9007433377	10/09/2017		997.48	
Toastmasters International - WHQ	9007447512	10/17/2017		521.69	
Concur Technologies, Inc.	BoA Sep 2017	10/18/2017		145.65	
Concur Technologies, Inc.	Oct Concur OOP	10/31/2017		2,570.98	
Total Checks and Charges				4,235.80	0.00

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

Month Ending 10/31/2017			07/01/2017 Through 10/31/2017			
Actual	Budget	Variance		Actual	Budget	Variance
			District Revenue			
			Membership Revenue			
5,045.74	6,260.00	(1,214.26)	6005-000000 - Membership Revenue	42,944.78	42,129.00	815.78
5,045.74	6,260.00	(1,214.26)	Total Membership Revenue	42,944.78	42,129.00	815.78
			Conference Revenue			
			Registration & Tickets			
			Registration - Meal Events			
0.00	0.00	0.00	6025-000000 - Registration & Ticket Revenue	225.00	0.00	225.00
0.00	0.00	0.00	Total Registration - Meal Events	225.00	0.00	225.00
0.00	0.00	0.00	Total Registration & Tickets	225.00	0.00	225.00
0.00	0.00	0.00	Total Conference Revenue	225.00	0.00	225.00
			Fundraising Revenue			
			Registration & Tickets			
0.00	0.00	0.00	6025-000000 - Registration & Ticket Revenue	3,774.00	3,774.00	0.00
0.00	0.00	0.00	Total Registration & Tickets	3,774.00	3,774.00	0.00
0.00	0.00	0.00	Total Fundraising Revenue	3,774.00	3,774.00	0.00
			TLI Revenue			
			Registration & Tickets			
			Registration - Member			
0.00	0.00	0.00	6025-000000 - Registration & Ticket Revenue	0.00	5,887.00	(5,887.00)
0.00	0.00	0.00	Total Registration - Member	0.00	5,887.00	(5,887.00)
0.00	0.00	0.00	Registration - No Item			
0.00	0.00	0.00	6025-000000 - Registration & Ticket Revenue	6,001.00	0.00	6,001.00
0.00	0.00	0.00	Total Registration - No Item	6,001.00	0.00	6,001.00
0.00	0.00	0.00	Total Registration & Tickets	6,001.00	5,887.00	114.00
			Non Registration			
			Non Registration			
0.00	0.00	0.00	6020-000000 - Miscellaneous Income	100.00	100.00	0.00
0.00	0.00	0.00	6050-000000 - Refunds - Registration & Tickets	(49.00)	0.00	(49.00)
0.00	0.00	0.00	6060-000000 - Reimbursements - Registration & Tickets	0.00	(49.00)	49.00
0.00	0.00	0.00	Total Non Registration	51.00	51.00	0.00
0.00	0.00	0.00	Total Non Registration	51.00	51.00	0.00
0.00	0.00	0.00	Total TLI Revenue	6,052.00	5,938.00	114.00
5,045.74	6,260.00	(1,214.26)	Total District Revenue	52,995.78	51,841.00	1,154.78
			District Expenses			
			Fundraising Expenses			
0.00	0.00	0.00	7008-000000 - Promotional Materials	0.00	2,096.20	(2,096.20)
0.00	0.00	0.00	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	2,832.38	736.18	2,096.20
0.00	0.00	0.00	7014-000000 - Room Rental Event Expense	1,350.00	1,350.00	0.00
0.00	0.00	0.00	7018-000000 - Decorations Expense	387.01	387.01	0.00
0.00	0.00	0.00	7020-000000 - Printing Expense	278.09	278.09	0.00
0.00	0.00	0.00	7078-000000 - Food Expense	4,648.99	4,648.99	0.00
0.00	0.00	0.00	7080-000000 - Gifts & Thank Yous	167.47	167.47	0.00
0.00	0.00	0.00	7086-000000 - Miscellaneous Expenses	25.00	25.00	0.00
0.00	0.00	0.00	Total Fundraising Expenses	9,688.94	9,688.94	0.00
			TLI Expenses			
0.00	0.00	0.00	7008-000000 - Promotional Materials	553.15	553.15	0.00
0.00	0.00	0.00	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certi-	434.40	434.40	0.00

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

Month Ending 10/31/2017			07/01/2017 Through 10/31/2017			
Actual	Budget	Variance		Actual	Budget	Variance
0.00	1,000.00	(1,000.00)	cates)			
0.00	0.00	0.00	7012-000000 - Supplies & Stationery Expense	460.87	1,468.87	(1,008.00)
0.00	200.00	(200.00)	7014-000000 - Room Rental Event Expense	1,645.00	1,645.00	0.00
333.24	0.00	333.24	7020-000000 - Printing Expense	1,210.75	1,410.75	(200.00)
0.00	0.00	0.00	7078-000000 - Food Expense	1,872.40	1,539.16	333.24
0.00	0.00	0.00	7082-000000 - Incentives	159.68	147.24	12.44
0.00	0.00	0.00	7086-000000 - Miscellaneous Expenses	100.00	100.00	0.00
333.24	1,200.00	(866.76)	Total TLI Expenses	6,436.25	7,298.57	(862.32)
0.00	0.00	0.00	Marketing Expense			
0.00	100.00	(100.00)	Building New Clubs			
0.00	25.00	(25.00)	7012-000000 - Supplies & Stationery Expense	1,453.41	570.84	882.57
0.00	300.00	(300.00)	7020-000000 - Printing Expense	0.00	100.00	(100.00)
0.00	425.00	(425.00)	7044-000000 - Postage & Shipping Expense	0.00	25.00	(25.00)
0.00	0.00	0.00	7082-000000 - Incentives	0.00	300.00	(300.00)
0.00	40.00	(40.00)	Total Building New Clubs	1,453.41	995.84	457.57
0.00	0.00	0.00	Membership Growth			
0.00	40.00	(40.00)	7008-000000 - Promotional Materials	152.04	152.04	0.00
0.00	0.00	0.00	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	0.00	40.00	(40.00)
0.00	0.00	0.00	7012-000000 - Supplies & Stationery Expense	34.57	0.00	34.57
0.00	0.00	0.00	7020-000000 - Printing Expense	568.65	568.65	0.00
55.65	30.00	25.65	7044-000000 - Postage & Shipping Expense	55.65	30.00	25.65
90.00	1,500.00	(1,410.00)	7082-000000 - Incentives	315.00	1,725.00	(1,410.00)
0.00	0.00	0.00	7086-000000 - Miscellaneous Expenses	0.00	34.57	(34.57)
145.65	1,570.00	(1,424.35)	Total Membership Growth	1,125.91	2,550.26	(1,424.35)
0.00	0.00	0.00	Club Coaches			
0.00	0.00	0.00	7014-000000 - Room Rental Event Expense	200.00	200.00	0.00
0.00	0.00	0.00	7016-000000 - Meal Event Expense	90.04	0.00	90.04
0.00	0.00	0.00	7078-000000 - Food Expense	28.87	118.91	(90.04)
0.00	0.00	0.00	Total Club Coaches	318.91	318.91	0.00
0.00	950.00	(950.00)	Recognition			
0.00	950.00	(950.00)	7082-000000 - Incentives	0.00	950.00	(950.00)
0.00	200.00	(200.00)	Total Recognition	0.00	950.00	(950.00)
0.00	275.00	(275.00)	Other			
0.00	475.00	(475.00)	7080-000000 - Gifts & Thank You	0.00	200.00	(200.00)
145.65	3,420.00	(3,274.35)	7086-000000 - Miscellaneous Expenses	0.00	275.00	(275.00)
0.00	475.00	(475.00)	Total Other	0.00	475.00	(475.00)
0.00	300.00	(300.00)	Total Marketing Expense	2,898.23	5,290.01	(2,391.78)
52.58	0.00	52.58	Communications & PR Expenses			
0.00	2,350.00	(2,350.00)	7008-000000 - Promotional Materials	1,439.53	1,620.53	(181.00)
2,100.00	2,100.00	0.00	7012-000000 - Supplies & Stationery Expense	52.58	52.53	0.05
950.00	950.00	0.00	7024-000000 - Newsletter Expense	0.00	2,350.00	(2,350.00)
			7036-000000 - Advertising Expense	2,100.00	4,600.00	(2,500.00)
			7040-000000 - Trade Show Registration Expense	2,949.00	2,949.00	0.00

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

Month Ending 10/31/2017			07/01/2017 Through 10/31/2017			
Actual	Budget	Variance		Actual	Budget	Variance
0.00	200.00	(200.00)	7044-000000 - Postage & Shipping Expense	0.00	200.00	(200.00)
3,102.58	5,900.00	(2,797.42)	Total Communications & PR Expenses	6,541.11	11,772.06	(5,230.95)
			Education & Training Expense			
			Distinguished Clubs			
0.00	400.00	(400.00)	7020-000000 - Printing Expense	0.00	400.00	(400.00)
0.00	20.00	(20.00)	7044-000000 - Postage & Shipping Expense	0.00	20.00	(20.00)
0.00	420.00	(420.00)	Total Distinguished Clubs	0.00	420.00	(420.00)
			Training Club Officers			
0.00	40.00	(40.00)	7006-000000 - Educational Materials	0.00	40.00	(40.00)
0.00	40.00	(40.00)	Total Training Club Officers	0.00	40.00	(40.00)
			Training Division & Area Governors			
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	100.00	(100.00)
0.00	0.00	0.00	7078-000000 - Food Expense	939.00	1,739.00	(800.00)
0.00	0.00	0.00	Total Training Division & Area Governors	939.00	1,839.00	(900.00)
			Training Areas & Divisions			
0.00	300.00	(300.00)	7006-000000 - Educational Materials	0.00	300.00	(300.00)
0.00	20.00	(20.00)	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	0.00	20.00	(20.00)
0.00	0.00	0.00	7016-000000 - Meal Event Expense	72.26	0.00	72.26
0.00	0.00	0.00	7078-000000 - Food Expense	0.00	72.26	(72.26)
0.00	320.00	(320.00)	Total Training Areas & Divisions	72.26	392.26	(320.00)
			Other			
0.00	1,000.00	(1,000.00)	7004-000000 - Badges & Pins	0.00	1,000.00	(1,000.00)
0.00	200.00	(200.00)	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	0.00	200.00	(200.00)
0.00	0.00	0.00	7020-000000 - Printing Expense	54.00	54.00	0.00
0.00	1,200.00	(1,200.00)	Total Other	54.00	1,254.00	(1,200.00)
0.00	1,980.00	(1,980.00)	Total Education & Training Expense	1,065.26	3,945.26	(2,880.00)
			Speech Contest Expenses			
0.00	0.00	0.00	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	3,042.96	0.00	3,042.96
0.00	0.00	0.00	7012-000000 - Supplies & Stationery Expense	48.88	48.88	0.00
0.00	0.00	0.00	7020-000000 - Printing Expense	103.49	103.49	0.00
0.00	0.00	0.00	Total Speech Contest Expenses	3,195.33	152.37	3,042.96
			Administration Expenses			
(39.99)	0.00	(39.99)	6020-000000 - Miscellaneous Income	(39.99)	0.00	(39.99)
0.00	0.00	0.00	7004-000000 - Badges & Pins	458.95	758.95	(300.00)
0.00	600.00	(600.00)	7008-000000 - Promotional Materials	0.00	600.00	(600.00)
0.00	0.00	0.00	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	1,734.55	947.65	786.90
0.00	0.00	0.00	7012-000000 - Supplies & Stationery Expense	937.79	937.79	0.00
0.00	0.00	0.00	7014-000000 - Room Rental Event Expense	250.00	250.00	0.00
0.00	0.00	0.00	7020-000000 - Printing Expense	420.00	420.00	0.00
0.00	127.50	(127.50)	7026-000000 - Website Expense	1,800.90	2,055.90	(255.00)
0.00	200.00	(200.00)	7034-000000 - Conference Calls & Webinars Expense	0.00	200.00	(200.00)
0.00	0.00	0.00	7044-000000 - Postage & Shipping Expense	26.75	26.75	0.00
0.00	50.00	(50.00)	7046-000000 - Express Mail/Courier	0.00	50.00	(50.00)

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

Month Ending 10/31/2017			07/01/2017 Through 10/31/2017			
Actual	Budget	Variance		Actual	Budget	Variance
			Expense			
0.00	475.00	(475.00)	7048-000000 - Equipment Purchase Expense (Less than \$500)	0.00	475.00	(475.00)
474.43	400.00	74.43	7070-000000 - Bank Charges & Credit Card Fee Expense	1,355.83	1,281.40	74.43
0.00	200.00	(200.00)	7078-000000 - Food Expense	0.00	395.00	(395.00)
0.00	50.00	(50.00)	7084-000000 - Sympathy Expense	0.00	100.00	(100.00)
0.00	100.00	(100.00)	7086-000000 - Miscellaneous Expenses	0.00	200.00	(200.00)
0.00	135.00	(135.00)	7088-000000 - Storage Expenses	20.83	290.83	(270.00)
434.44	2,337.50	(1,903.06)	Total Administration Expenses	6,965.61	8,989.27	(2,023.66)
			Travel Expense			
			District Director			
0.00	0.00	0.00	7056-000000 - Convention Registration Fees Expense	0.00	200.00	(200.00)
0.00	0.00	0.00	7058-000000 - Lodging Expense	19.88	2,000.00	(1,980.12)
0.00	0.00	0.00	7060-000000 - Transportation - Airfare Expense	0.00	70.00	(70.00)
0.00	160.00	(160.00)	7062-000000 - Transportation - Mileage Expense	0.00	280.00	(280.00)
0.00	0.00	0.00	7064-000000 - Transportation - Taxis/Shuttle Expense	0.00	20.00	(20.00)
0.00	0.00	0.00	7068-000000 - Transportation - Other Expense	1,342.11	0.00	1,342.11
0.00	0.00	0.00	7078-000000 - Food Expense	0.00	270.00	(270.00)
0.00	160.00	(160.00)	Total District Director	1,361.99	2,840.00	(1,478.01)
			Program Quality Director			
0.00	0.00	0.00	7056-000000 - Convention Registration Fees Expense	635.00	635.00	0.00
0.00	0.00	0.00	7058-000000 - Lodging Expense	1,966.60	1,957.80	8.80
0.00	0.00	0.00	7060-000000 - Transportation - Airfare Expense	51.09	51.09	0.00
73.92	80.00	(6.08)	7062-000000 - Transportation - Mileage Expense	148.12	154.20	(6.08)
0.00	0.00	0.00	7064-000000 - Transportation - Taxis/Shuttle Expense	0.00	6.22	(6.22)
0.00	0.00	0.00	7066-000000 - Transportation - Rail Expense	6.22	0.00	6.22
0.00	0.00	0.00	7078-000000 - Food Expense	98.37	98.37	0.00
73.92	80.00	(6.08)	Total PQD	2,905.40	2,902.68	2.72
			Club Growth Director			
17.58	0.00	17.58	7016-000000 - Meal Event Expense	17.58	0.00	17.58
0.00	0.00	0.00	7056-000000 - Convention Registration Fees Expense	525.00	525.00	0.00
1,913.53	0.00	1,913.53	7058-000000 - Lodging Expense	1,913.53	1,913.53	0.00
0.00	80.00	(80.00)	7062-000000 - Transportation - Mileage Expense	0.00	80.00	(80.00)
12.51	0.00	12.51	7064-000000 - Transportation - Taxis/Shuttle Expense	12.51	12.51	0.00
220.20	0.00	220.20	7078-000000 - Food Expense	220.20	237.78	(17.58)
2,163.82	80.00	2,083.82	Total CGD	2,688.82	2,768.82	(80.00)
			Administration Manager			
0.00	40.00	(40.00)	7062-000000 - Transportation - Mileage Expense	0.00	80.00	(80.00)
0.00	40.00	(40.00)	Total Admin Manager	0.00	80.00	(80.00)
			Division Director			
0.00	0.00	0.00	7062-000000 - Transportation -	0.00	120.00	(120.00)

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

Month Ending 10/31/2017			07/01/2017 Through 10/31/2017			
Actual	Budget	Variance		Actual	Budget	Variance
0.00	0.00	0.00	Mileage Expense			
			Total Division Director	0.00	120.00	(120.00)
			Area Director			
0.00	0.00	0.00	7062-000000 - Transportation -	0.00	480.00	(480.00)
			Mileage Expense			
0.00	0.00	0.00	Total Area Director	0.00	480.00	(480.00)
			Other Member			
35.84	760.00	(724.16)	7062-000000 - Transportation -	74.48	834.48	(760.00)
			Mileage Expense			
35.84	760.00	(724.16)	Total Other Member	74.48	834.48	(760.00)
2,273.58	1,120.00	1,153.58	Total Travel Expense	7,030.69	10,025.98	(2,995.29)
6,289.49	15,957.50	(9,668.01)	Total District Expenses	43,821.42	57,162.46	(13,341.04)
(1,243.75)	(9,697.50)	8,453.75	Total Net Income	9,174.36	(5,321.46)	14,495.82