



# INCOME REGISTER

(FOR USE WITH CSEA LONG FORMS)

Record all deposits made and interest earned on the lines below. Enter the amount in the AMOUNT column and also in the appropriate INCOME column.  
At the end of the month, quarter and/or fiscal year add up each column.

REGION / LOCAL / UNIT: \_\_\_\_\_

FISCAL YEAR: \_\_\_\_\_

ACCOUNT: \_\_\_\_\_

Use separate registers for each bank account.

Row #	DATE	SOURCE AND PURPOSE OF INCOME: <small>(Where was income received from and why.)</small>	AMOUNT	CLEARED	BANK INTEREST	COLLECTIONS FOR MEMBER MEETINGS	CSEA DELEGATE REIMBURSEMENTS	CSEA DUES REBATES	CSEA NEGOTIATION REIMBURSEMENTS	EXPENSE REIMBURSEMENTS
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		<b>TOTALS:</b>								



# INCOME REGISTER

(FOR USE WITH CSEA LONG FORMS)

		NON-CHARGEABLE INCOME:			FISCAL YEAR: _____		
Row #	OTHER CHARGEABLE INCOME	COLLECTIONS FOR: MEMBER BENEFITS	COLLECTIONS FOR: SOCIAL EVENTS	OTHER NON CHARGEABLE INCOME			ADDITIONAL INFORMATION
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# EXPENSE REGISTER

(FOR USE WITH CSEA LONG FORMS)

Record all checks issued and bank charges incurred on the lines below.  
Enter the amount in the AMOUNT column and also in the appropriate EXPENSE  
column. (An amount may be split between several columns if necessary).

REGION / LOCAL / UNIT: \_\_\_\_\_

FISCAL YEAR: \_\_\_\_\_

ACCOUNT: \_\_\_\_\_

Use separate registers for each bank account.

Row #	DATE	CHECK NUMBER	PAYEE	AMOUNT	CLEARED	BANK FEES	COMMITTEES	CSEA DELEGATES MEETING	CSEA WORKSHOPS/ EDUCATION	EQUIPMENT	EXECUTIVE BOARD MEETINGS	HONORARIUMS	MEMBER MEETINGS	NEGOTIATIONS EXP	OFFICERS' EXPENSE	POSTAGE & SHIPPING	PRINTING & PUBL
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			<b>TOTALS:</b>														



# EXPENSE REGISTER

(FOR USE WITH CSEA LONG FORMS)

FISCAL YEAR: \_\_\_\_\_

### NONCHARGEABLE EXPENSES:

Row #	PROF. FEES	RENT & UTILITIES	SALARY & BENEFITS	SUPPLIES	PHONE / WEBSITE	UNIT REBATES	OTHER CHARGEABLE EXP	AFL/CIO & AFSCME EVENTS	CLUW / LCLAA / PAW	CBTU EVENTS	NYS B&PR CAUCUS	OTHER NON-CSEA EVENTS	MEMBER BENEFITS	RETIREE DUES	SCHOLARSHIPS	SOCIAL EVENTS	OTHER NONCHRGABLE EXP	ADDITIONAL INFORMATION
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