

***Annual Financial Report***  
**Year Ended: June 30, 2023**

**Parish:** \_\_\_\_\_  
**City:** \_\_\_\_\_

**Summary of Cash Receipts & Disbursements**

	<b><u>Receipts</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>
Line 1	Parish Operations (Sch. II)	_____	_____
Line 2	Religious Education Program (Sch. III)	_____	_____
Line 3	Elementary School Program (Sch. IV)	_____	_____
Line 4	Other (Sch. V)	_____	_____
	<b>Total Receipts</b>	_____	_____
	<b><u>Disbursements</u></b>		
Line 5	Parish Operations (Sch. II)	_____	_____
Line 6	Religious Education Program (Sch. III)	_____	_____
Line 7	Elementary School Program (Sch. IV)	_____	_____
Line 8	Capital Expenditures (Sch. V)	_____	_____
Line 9	Other (Sch. V)	_____	_____
	<b>Total Disbursements</b>	_____	_____
Line 10	<b><u>Excess (Deficit)</u></b> - Receipts over Disbursements	_____	_____
Line 11	Cash Balance - Beginning of Year	_____	_____
Line 12	Excess or Deficit from Line 10	_____	_____
Line A	Other accruals	_____	_____
Line 13	Cash Balance - End of Year (Sch. VI)	_____	_____
	(Line 11, plus or minus Line 12 & A, should equal Line 13) Check		
Line 14	Investments - End of Year (Sch. VII)	_____	_____
Line 15	Notes Payable - Total (Sch. VIII)	_____	_____
Line 16	Other Liabilities (Sch. IX)	_____	_____

**Statement of Receipts & Disbursements****Parish Operations****Year Ended: June 30, 2023**

<b><u>Acct. No.</u></b>	<b><u>Receipts</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>
200	Sunday Collections		
205	Special Collections (Retained by Parish)		
210	Special Gifts & Bequests		
220	Special Events		
225	Special Drives (Building Fund)		
230	Investment Interest and Gains/Losses		
231	Other Investment Revenue (from Sch VII)		
235	Interest on Savings/Checking		
240	Other Parish Operations ( <i>Please Describe</i> )		
<b>Total Receipts</b> ( <i>Show Figure on Line 1, Sch. I</i> )			

<b><u>Acct. No.</u></b>	<b><u>Disbursements</u></b>		
500	Salaries - Pastor & Associates		
501	Salaries - Housekeeper		
502-509	Salaries - Other		
510	Special - Services (Include Mileage & Stipends for Supply Priests)		
511	Rectory - Expenses		
512	Sanctuary - Expenses		
513	Custodial - Salaries		
514	Custodial - Supplies		
515	Building Repairs		
516	Utilities		
517	Telephone		
518	Automobile Expenses		
519	Office Expenses		
520	Insurance - Property & Liability		
522	Insurance - Employees		
523	Insurance - Automobile		
529	Retirement - Lay Employees		
530	Payroll Taxes		
531	Social Action Ministry		
532	Subsidy to Archdiocesan Dept. of Ministries		
535	High School Subsidies		
536	Publications		
537	ACDO (Cathedraticum)		
538	Travel & Meetings		
539	Assessment for Priest's Retirement		
540	Other Parish Operating Expenses ( <i>Please Describe</i> )		
<b>Total Disbursements</b> ( <i>Show Figure on Line 5, Sch. I</i> )			

**Excess (Deficit)** Receipts over Disbursements

**Statement of Receipts & Disbursements**  
**Religious Education Program**  
Year Ended: June 30, 2023

<b><u>Acct. No.</u></b>	<b><u>Receipts</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>
250	Tuition & Fees	_____	_____
255	Donations	_____	_____
256	Other Religious Ed Program Receipts ( <i>Please Describe</i> )	_____	_____
<b>Total Receipts</b> ( <i>Show Figure on Line 2, Sch. I</i> )		_____	_____
<b><u>Acct. No.</u></b>	<b><u>Disbursements</u></b>		
600	Salaries ( <i>Include Taxes and Benefits</i> )	_____	_____
635	Supplies	_____	_____
650	Other Religious Ed Program Disburse. ( <i>Please Describe</i> )	_____	_____
653	Continuing Education of Clergy	_____	_____
<b>Total Disbursements</b> ( <i>Show Figure on Line 6, Sch. I</i> )		_____	_____
<b><u>Excess (Deficit)</u></b> Receipts over Disbursements		_____	_____

**Statement of Receipts & Disbursements**  
**Elementary School Program**  
**Year Ended: June 30, 2023**

<b><u>Acct. No.</u></b>	<b><u>Receipts</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>
300	Tuition		
310	Fees - Transportation		
311	Fees - Other		
320	Donations		
340-349	Food Service ( <i>See Sch. IV-A</i> )		
350	Other School Receipts ( <i>Please Describe</i> )		
<b>Total Receipts</b> ( <i>Show Figure on Line 3, Sch. I</i> )			
<b><u>Acct. No.</u></b>	<b><u>Disbursements</u></b>		
700	Salaries - Religious		
701	Salaries - Lay		
702-709	Salaries - Other		
713	Custodial - Salaries		
714	Custodial - Supplies		
715	Building Repairs		
716	Utilities		
718	Automobile Expense		
719	Pupil Transportation		
720	Insurance - Property & Liability		
721	Insurance - Liability		
722	Insurance - Employees		
723	Insurance - Automotive		
729	Retirement - Lay Employees		
730	Payroll Taxes		
735	Instructional Material & Supplies ( <i>Books, Publications</i> )		
736	Instructional Material & Supplies ( <i>Audio-Visual</i> )		
737	Instructional Material & Supplies ( <i>Other</i> )		
738	Travel		
739	Administrative		
740-749	Food Service ( <i>See Sch. IV-A</i> )		
750	Other School Expenses ( <i>Please Describe</i> )		
<b>Total Disbursements</b> ( <i>Show Figure on Line 7, Sch. I</i> )			
<b><u>Excess (Deficit)</u></b> Receipts over Disbursements			

**Statement of Receipts & Disbursements****Food Services****Year Ended: June 30, 2023**

<b><u>Acct. No.</u></b>	<b><u>Receipts</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>
340	Cafeteria Receipts - Milk		
341	Cafeteria Receipts - Food		
342	Vending Machine Commissions		
443	Government Aid to Lunch Program		
343	Other Food Service Receipts ( <i>Please Describe</i> )		
<b>Total Receipts</b> ( <i>Show Figure on Sch. IV, Acct. 340-349</i> )			
<b><u>Acct. No.</u></b>	<b><u>Disbursements</u></b>		
740	Salaries		
741	Food		
742	Milk		
743	Materials & Supplies		
744	Payroll Taxes (FICA, FUCA, SUCA, Cafeteria Only)		
745	Insurance		
746	Rental of Facilities & Equipment		
747	Utilities		
748	Contracted Services		
749	Other Cafeteria Expenses ( <i>Please Describe</i> )		
<b>Total Disbursements</b> ( <i>Show Figure on Sch. IV, Acct. 740-749</i> )			
<b><u>Excess (Deficit)</u></b> Receipts over Disbursements			

**Statement of Receipts & Disbursements**

Schedule V

**Other****Year Ended: June 30, 2023**

<b><u>Acct. No.</u></b>	<b><u>Receipts</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>
400	Sale / Distrib. of Investments rec'vd in Oper Cash		
401	Sale of Property ( <i>Please Describe</i> )		
410	Loan Proceeds		
420	Archdiocesan Collections		
421	Casualty Insurance Claims		
422	Associated Catholic Charities Collections		
430	Other Receipts ( <i>Please Describe on Supplements tab</i> )		
<b>Total Receipts</b> ( <i>Show Figure on Line 4, Sch. I</i> )			

  

<b><u>Acct. No.</u></b>	<b><u>Capital Expenditure Disbursements</u></b>		
800	Land		
801	Church		
802	School Building		
803	Rectory		
804	Convent		
805-810	Other Buildings		
820	Furniture & Equipment - Church		
821	Furniture & Equipment - School		
822	Furniture & Equipment - Rectory		
823	Furniture & Equipment - Convent		
824	Furniture & Equipment - Other Buildings		
<b>Total Capital Expenditures</b> ( <i>Show Figure on Line 8, Sch. I</i> )			

  

<b><u>Acct. No.</u></b>	<b><u>Other Disbursements</u></b>		
900	Investments Purchased using Operating Funds		
910	Principal Debt Retirement		
915	Interest on Debt		
920	Archdiocesan Collections		
922	Associated Catholic Charities Collection		
930	Other Disbursements ( <i>Please Describe</i> )		
<b>Total Other Disbursements</b> ( <i>Show Figure on Line 9, Sch. I</i> )			

  

	<b><u>Excess (Deficit)</u></b>
Receipts over Disbursements	

**Account Numbers 100-109**  
*(Include All Checking & Savings Accounts)*  
*(Label Special Purpose Accounts)*

Schedule VI

Bank Name & Location (Checking)

Amt. End-of-Year

Bank Name & Location (Savings)

Amt. End-of-Year

Parish Deposit & Loan Fund (PDLF)

Amt. End-of-Year

Total Cash In Bank *(Show Figure on Line 13, Sch. I)*

Liquid Investments - End of Year

Account Numbers 100-109

Schedule VII

Catholic Foundation of Oklahoma (CFO) & Other Investments

Catholic Foundation and Other Investment Subtotal

	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Market Value</u>
<u>Certificates of Deposit</u>				

Total Liquid Investments *(Show Figure on Line 14, Sch. I)*

Oil & Gas Leases

Legal Description

Amt. Rec'd During Year

Rental Property

Total Other Investments *(Show Figure on Sch. II, Acct. #231)*

\$ -

**Notes Payable**  
**Account Numbers 160-169**

<b><u>Payable To</u></b>	<b><u>Interest Rate</u></b>	<b><u>Final Pymt. Date</u></b>	<b><u>Total Debt as of 6/30</u></b>
Archdiocese			_____
PDLF			_____
PDLF			_____
Other Bank or Lending Institution			_____
<b>Total Debt</b> ( <i>Show Figure on Line 15, Sch. I</i> )			_____

<b><u>Payable To</u></b>	<b><u>Date Due Next Fiscal Year</u></b>	<b><u>Pymt. Due Next Year</u></b>
PDLF		_____
PDLF		_____
<b>Total Payment</b> ( <i>Due Next Fiscal Year</i> )		_____

Schedule IX

**Notes Payable**  
*(Include Any Extraordinary Expenses Not Paid by June 30)*

<b><u>Due To</u></b>	<b><u>Date Due</u></b>	<b><u>Amount</u></b>
<b>Total Other Liabilities</b> ( <i>Show Figure on Line 16, Sch. I</i> )		_____



Other Accounts

Schedule X

Acct. No.

240

Description

Amount

Total Schedule II Other Revenue

540

\_\_\_\_\_ OK

Total Schedule II Other Expenses

256

\_\_\_\_\_ OK

Total Schedule III Other Revenue

650

\_\_\_\_\_ OK

Total Schedule III Other Expenses

\_\_\_\_\_ OK

Other Accounts

Acct. No.

350

Description

Amount

Total Schedule IV Other Revenue \_\_\_\_\_ OK  
750

Total Schedule IV Other Expenses \_\_\_\_\_ OK  
343

Total Schedule IV-A Other Revenue \_\_\_\_\_ OK  
749

Total Schedule IV-A Other Expenses \_\_\_\_\_ OK  
401

Total Schedule V Sale of Property \_\_\_\_\_ OK  
930

Total Schedule V Other Disbursements \_\_\_\_\_ OK

**Annual Financial Report**  
Year Ended: June 30, 2023

**Parish (Mission):** 0

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**City:** 0

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Number of Persons in Parish/Mission -  
\_\_\_\_\_

Number of Family Units in Parish/Mission -  
\_\_\_\_\_

Number of Contributors in Parish/ Mission -  
\_\_\_\_\_

Do You Receive Any Subsidies?    Yes No

<u>Source of Subsidy</u>	<u>Amount</u>
	- _____

**Total Subsidies** (*Show Figure on Sch. V, Acct. No. 430*) \$ -  
\_\_\_\_\_

**Annual Financial Report**  
**Certification of Validity**

"We, the undersigned Pastor and Finance Council Chairman, certify to the Most Reverend Archbishop that we have examined the foregoing and hereby submit this Financial Report as exact and true record of the financial affairs of this Parish."

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Pastor or Administrator

\_\_\_\_\_  
Finance Council Chairman

Report Prepared by: \_\_\_\_\_  
Accounting Firm or Individual

THIS REPORT HAS BEEN EXAMINED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

Please provide the following with the report:

1. A list of current Finance Council members.
2. The dates the Finance Council met during fiscal year ended 2023

# Annual Financial Report

Year Ended: June 30, 2023

Name of Cemetery \_\_\_\_\_

City: \_\_\_\_\_

## Summary of Cash Receipts & Disbursements

### Revenue

Sales

Opening-Closing

Other

### **Total Revenue**

### Costs

Operating Expenses

Other

### **Total Costs**

### Excess (Deficit) - Receipts over Disbursements

### Transfers

To Perpetual Care Fund

From Perpetual Care Fund

### **Total Transfers**

Cash at Beginning of Year

Excess or Deficit

Transfers

Cash at End of Year

### Cash Breakdown

Checking Accounts

Savings Accounts

Bonds & Stocks

Certificates of Deposit

### **End of Year Total**

Lots Sold During Fiscal Year

Sold to Date

Unsold

2022

2023