

# Income Expense Statement

## Church / Ministry

Name \_\_\_\_\_ Pastor / Director \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_

	2021	2022	2023	2024
	Year-End	Year-End	Year-End	Year-End
				as of __/__/__

## Income

### General Fund Income (Undesignated)

Tithes & Offerings \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

### Other Income (Designated or restricted)

Ministry Departments\* \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Rental Income \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Missions / Outreach \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Building Fund \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Other \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
**Total Other Income** \$ **0.00** \$ **0.00** \$ **0.00** \$ **0.00**

\*Men's, Women's, Youth, etc.

**Total Income** \$ **0.00** \$ **0.00** \$ **0.00** \$ **0.00**

## Expenses

### Mortgage / Rent

Mortgage / Rent \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

### Occupancy Expense (Related to occupying and maintaining the building)

Utilities \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Water \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Sewer \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Garbage \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Electricity \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Other \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Phone / Internet \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Grounds Maintenance \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Property Insurance \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Building Repairs / Maintenance \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Janitorial \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Property Taxes \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Other \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
**Occupancy Expense Total** \$ **0.00** \$ **0.00** \$ **0.00** \$ **0.00**

### Pastoral Staff

Salary & Housing \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Retirement \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Health Insurance \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Payroll Taxes\* \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Other \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
**Pastoral Staff Total** \$ **0.00** \$ **0.00** \$ **0.00** \$ **0.00**

\*FICA, disability, workers' comp.

### Support Staff

Salary \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Benefits \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Payroll Taxes\* \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 Other \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
**Support Staff Total** \$ **0.00** \$ **0.00** \$ **0.00** \$ **0.00**

\*FICA, disability, workers' comp.

**Administrative Expense** *(Related to day-to-day operations)*

Advertising / Promotional	\$ _____	\$ _____	\$ _____	\$ _____
Bank / Merchant Fees	\$ _____	\$ _____	\$ _____	\$ _____
Dues and Subscriptions	\$ _____	\$ _____	\$ _____	\$ _____
Office Supplies	\$ _____	\$ _____	\$ _____	\$ _____
Equipment Lease	\$ _____	\$ _____	\$ _____	\$ _____
Printing	\$ _____	\$ _____	\$ _____	\$ _____
Licenses	\$ _____	\$ _____	\$ _____	\$ _____
Travel*	\$ _____	\$ _____	\$ _____	\$ _____
Vehicle Expense	\$ _____	\$ _____	\$ _____	\$ _____
Other	\$ _____	\$ _____	\$ _____	\$ _____
<b>Administrative Expense Total</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

\*Conference fees, meals, lodging

**Departments / Committees**

Benevolence / Outreach	\$ _____	\$ _____	\$ _____	\$ _____
Children's Ministry	\$ _____	\$ _____	\$ _____	\$ _____
Men's Ministry	\$ _____	\$ _____	\$ _____	\$ _____
Women's Ministry	\$ _____	\$ _____	\$ _____	\$ _____
Student Ministry	\$ _____	\$ _____	\$ _____	\$ _____
Missions	\$ _____	\$ _____	\$ _____	\$ _____
Guest Speaker	\$ _____	\$ _____	\$ _____	\$ _____
Meals & Entertainment	\$ _____	\$ _____	\$ _____	\$ _____
Media / Music Ministry	\$ _____	\$ _____	\$ _____	\$ _____
Other	\$ _____	\$ _____	\$ _____	\$ _____
<b>Total Departments / Committees</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

<b>Total Expenses</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
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**Totals**

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<b>Total Income</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Total Expenses</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Excess Income</b> <i>(Income - Expenses)</i>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

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