Universiti Tunku Abdul Rahman			
Form Title : **ANNUAL FINANCIAL REPORT OF STUDENT SOCIETY**			
Form Number : GD-DSA-018	Rev No: 1	Effective Date: 01/05/2011	Page No: 1 **of** 1

<Name of Society/Club>
<Name of Campus>

ANNUAL FINANCIAL REPORT
From <date> to <date>

A. PERFORMANCE

Activity / Project			Reference	Actual		Surplus / (Deficit)		
No.	Date	Name		Income (RM)	Expenditure (RM)	Budget (RM)	Actual (RM)	Variance F/(A) (RM)

B. CASH POSITION

Description	Total (RM)	Cash Book (RM)	Petty Cash (RM)	To state the amount and expenditure incurred and has not been paid. The total stated will reduce the total closing balance reported.
Opening balance				
Reimbursement				
Actual Surplus / Deficit				
Closing Balance				

Prepared by,

Confirmed by,

_____
<name>
Treasurer

_____
<name>
Chairman

_____
<name>
Advisor

Date of Submission to Department of Student Affairs: _____