



# Receipts and Payments Accounts

Charity name

Charity number (if any)

For the period from (start date)

to (end date)

## Section A

## Receipts and payments

### A1 Receipts

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
Shop sales	6,064				
Loan from Trustee	3,354				
<i>Sub total</i>	9,418				
<b>A2 Asset and investment sales, etc</b>	—				
<i>Total receipts</i>	9,418				

### A3 Payments

Rent and deposit	4,664				
Light and heat	350				
Insurance	933				
Telephone	131				
Motor and van expenses	370				
Van fuel	373				
Bank charges	30				
<i>Sub total</i>	6,851				
<b>A4 Asset and investment purchases, etc</b>	2 257				
<i>Total payments</i>	9,108				
<i>Net of receipts/(payments)</i>	310				
<b>A5 Transfers between funds</b>	—				
<b>A6 Cash funds last year end</b>	—				
<i>Cash funds this year end</i>	310				

## Section B

## Statement of assets and liabilities at the end of the period

## B1 Cash funds

Details	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
Current account	310		
<i>Total cash funds</i> (agree balances with receipts and payments account(s))	310		

## B2 Other monetary assets

Details	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
Deposit on property	667		

## B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)

## B4 Assets retained for the charity's own use

(All assets unrestricted)

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Computer equipment	757		
Van	1,500		

## B5 Liabilities

(unrestricted)

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Trustee loan	3,354		

Signed by one or two trustees on behalf  
of all the trustees

Signature

Print name

Date of approval

Paulo Carlos

Paulo CARLOS

04/01/17

Edineusa D.C. Figueiredo

EDINEUSA FIGUEIREDO

04/01/17