

GREATER PHILADELPHIA REGIONAL SERVICE OFFICE Inc.
6212 B RIDGE AVE. REAR
PHILADELPHIA, PA., 19128
215-483-5154

RSD Mgr. Report
March 1992

Hours worked and a list of what time was spent on what.

Store open	45.5
RSD reports for RSD mtg.	2
RSD mtg.	1
Stock shelves	2
Mail\receivable	.5
Orders\processing	0
Receive orders literature/books/mtg.list	0
Check orders " " "	0
Shipping	2
Banking	1
Phone/collections	2
Filing	1
Convention merchandise	2

For March	59 hrsx12=\$708.00

GREATER PHILADELPHIA REGIONAL SERVICE OFFICE Inc.
TREASURERS REPORT

RSC PROJECTED BUDGET
FINANCIAL REPORT 1992

This budget is based on last years income and expenditures,
and this years known expenses and projected expenses.

Rent For 1992	\$ 6,600.00 +
Utilities	\$ 1 200.00 +
Add'l Wker	\$ 9,000.00 +
Phone	\$ 1,000.00 +
Petty Cash	\$ 300.00 +
Office Supplies	\$ 1,000.00 +
Postage\Shipping	\$ 1,400.00 +
Ins./Bond/Renew/93	\$ 1,400.00 +
Account\Legal	\$ 1,500.00 +

Balance	\$ 23,400.00 +
Castor\Meeting\List	\$ 14,300.00 +
Money to WSO\Lit	\$ 70,000.00 +

Balance	\$107,700.00 +
Divided by 12Mo.	\$ 23,400.00 =
Monthly Exp.	\$ 1,950.00

Last year gross income was	\$136,507.05 +
Projected expenses for 92	\$107,700.00 -

Balance	\$ 28,807.05 +
Reserve/Literature Acct.	\$ 16,000.00 -

Balance	\$ 12,807.05 +

Based on the figures above we could support the RSC with approx.
\$1,000.00 a month for their operating expenses.

GREATER PHILADELPHIA REGIONAL SERVICE OFFICE Inc.
TREASURERS REPORT FOR MARCH

RSO BOARD MEETING
April 4th 1992

Financial Report:

<u>GPRSO</u> acct.	Opening balance	\$ 16,777.73 +	
	Deposit	\$ 16,494.53 +	

	Balance	\$ 33,272.26 +	
	Rent March	\$ 550.00 -	
	FECD	\$ 119.98 -	
	Add'l Wker Dec.	\$ 648.00 -	
	Phone	\$ 103.90 -	
	Petty Cash	\$ 00.00 -	
	Office Supplies	\$ 266.69 -	
	Postage\Shipping	\$ 234.94 -	
	Copier 1/4 contract	\$ 123.00 -	
	Returned ck\paid	\$ 367.70 -	
	Castor\Meeting>List	\$ 3,900.00 -	
	Transfer to GPRL	\$ 13,000.00 -	

	Balance	\$ 13,958.05 +	
<u>GPRL</u> acct. Continental	Balance	\$ 19,347.31 +	
	Deposit\Interest	\$13,093.81 +	

	Balance	\$ 32,441.12 +	
	Balance/RSO Acct.	13,958.05 +	
	WSO Paid in	\$ 00,000.00 -	

	Balance	\$ 46,399.17 +	
	Literature value on hand	\$ 55,334.03 +	
	<u>Receivables</u>	\$ 16,264.87 +	

	Balance	\$117,998.07 +	
	WSO Owed	\$ 31,021.49 -	

	Balance	\$ 86,976.58 +	
	<u>Cash advance to us</u>	\$ 4,467.51 -	

	<u>Net Worth</u>	\$ 82,509.07 +	
Sales for March	\$ 18,592.03	<u>Gains</u>	\$ 6,586.45
Sales year to date	\$ 49,878.70	<u>Gains</u>	\$ 17,772.86

We just received an order for 61,165.55 dollars to get the old price.

As of February 1st. literature goes up by 10%

GREATER PHILADELPHIA REGIONAL SERVICE OFFICE Inc.
TREASURERS REPORT

RSO BOARD
FINANCIAL REPORT 1991
Revised 3/92

<u>GPRSO</u> acct.	Opening balance	\$	145.34	+
	Deposit	\$	54,380.51	+
	Balance	\$	54,525.85	+
	Rent FOR 1991	\$	5,250.00	-
	UTILITIES	\$	585.62	-
	Add'l Wker	\$	8,718.00	-
	Phone	\$	997.60	-
	Petty Cash	\$	290.98	-
	Office Supplies	\$	746.92	-
	Postage\Shipping	\$	1,248.69	-
	Ins. Renewal\92	\$	856.00	-
	Bank Bag Deposit	\$	30.00	-
	Castor\Meeting>List	\$	5,000.00	-
	Software\mtg price	\$	100.00	-
	Deposit\Utilities	\$	212.00	-
	Deposit\Office	\$	550.00	-
	Calendars	\$	292.50	-
	Book covers	\$	2,012.00	-
	Office Clean 90\91	\$	200.00	-
	Special Purchase	\$	54.00	-
	Accountant	\$	2,000.00	-
	Copier	\$	7,518.00	-
	Renovations	\$	1,692.00	-
	Trans to GPRL	\$	6,900.00	-
	Returned check	\$	700.00	-
	Ck from 1991	\$	37.07	-
	Balance	\$	8,534.51	+
<u>GPRL</u>	PSFS			
	Balance open 1991	\$	5,731.87	+
	Deposits	\$	125,949.63	+
	Interest	\$	474.47	+
	Balance	\$	132,155.97	+
	Service charge	\$	3.00	-
	Check purchase	\$	35.10	-
	Deposit error	\$	180.00	-
	Return check	\$	600.00	-
	Trans to GPRL	\$	124,254.63	-
	Trans to RSO	\$	4,000.00	-
	Closed to RSO	\$	3,083.24	-
	CLOSED		00000000000000	

<u>GPRL</u> acct. Continental	Balance	1/91	\$ 29,280.52 +
	Deposits		\$117,900.00 +
	Interest		\$ 825.06 +

	Balance	12/91	\$148,005.58 +
	Transfer to RSO		\$ 25,000.00 -
	WSO paid		\$ 66,170.97 -
	Loan to GPRC		\$ 1,000.00 -
	Castor printing		\$ 4,463.00 -
	Mugs for H&I		\$ 369.56 -
	Book covers		\$ 1,781.25 -
	Basic Key tags		\$ 2,065.00 -
	Return\Riverfront		\$ 12.65 -
	Checks purchased		\$ 31.01 -

	Balance	12/91	\$ 47,112.14 +
	Literature value on hand		\$ 43,022.74 +
	<u>Receivables</u>		\$ 12,919.50 +

	Balance		\$ 55,942.24 +
	WSO Owed		\$ 22,515.09 -

	Balance		\$ 33,427.15 +
	<u>Cash advance to us</u>		\$ 4,451.22 -

	<u>Balance</u>		\$ 28,975.93 +
	Cash on hand		\$ 55,646.65 +
	Receivables		\$ 12,919.50 +
	Literature value		\$ 43,022.74 +

	Balance		\$111,588.89 +
	Advance to us		4,451.22 -
	Owe WSO		\$ 22,515.09 -

	Net Worth		\$ 84,622.50 +

Sales year to date	\$ 136,558.97	<u>Gains</u>	\$ 51,138.31 +
		Expenses	\$ 46,439.38 -

		True Gains	\$ 4,698.93 +

Cash needed to operate the office for the first three months of the new year.

\$ 6,000.00	Office expenses
\$20,000.00	owe WSO
\$20,000.00	For lit.Purchase
\$ 2,000.00	Reserve

\$48,000.00	Needed