



Monthly President Verification Worksheet

This form will assist you in determining overages or shortages in the league. We suggest you make copies and use this form to complete the required monthly verifications.

Memberships

★ Dues collected MUST be DEPOSITED in the league account or a money order purchased WITHIN 7 DAYS of RECEIPT.

★ League application and dues MUST be sent to the local association no more than 30 DAYS after the LEAGUE STARTS.

Enter membership fees collected \$ _____ . This is amount due to local association.

★ Additional memberships collected must be submitted to the local association WITHIN 30 DAYS OF RECEIPT.

Enter additional membership fees collected \$ _____ . This is amount due to local association.

League funds are usually over or short due to absences, arrearages and prepayments.

Calculate REGULAR LEAGUE FEES

$$1. \frac{\text{Prize Fund + Other Fees*}}{\text{Paid Weekly by Bowler}} \times \text{\# of Bowlers} = \text{1 WEEK DEPOSIT}$$

Unless the number of bowlers changes this figure will not change.

$$2. \frac{\text{1 Week Deposit from item 1}}{\text{\# Weeks Bowled to date}} \times \text{Total Regular League Fees} = \text{TOTAL REGULAR LEAGUE FEES TO DATE}$$

*Other fees can be officer salaries, banquet fees, charity designation, sunshine funds, etc.

The following are optional additional income sources that must be added to the regular income.

ADD ADDITIONAL INCOME

Description

Team Sponsor Money required per league rules	+	_____	_____
League Sponsor Money	+	_____	_____
Prepayment required per league rules	+	_____	_____
50/50 or other fundraisers	+	_____	_____
Other fees* (ex. fines, salaries, etc.)	+	_____	_____
3. Total ADDITIONAL INCOME	=	_____	_____

Calculate TOTAL INCOME TO DATE

$$\frac{\text{Total Regular League Fees To Date From item 2}}{\text{Total Additional Income From item 3}} = \text{THIS AMOUNT SHOULD EQUAL THE BANK BALANCE}$$

If this amount is not equal to the bank balance and you cannot determine the reason, have the audit committee perform an audit.

If a loss is discovered, contact USBC Headquarters
1-800-514-BOWL, Ext. 3156, or e-mail to bonding@bowl.com.
See the Bonding Chapter of the USBC Playing Rules and Commonly Asked Questions.