

<b>ASSETS</b>	
Overall cost of service, including: lands, rights and servitudes, buildings devices, tools, materials and installation costs. (This information is important and must be given as accurately as possible.)	
Cash in hand or in bank (other than reserve fund) _____	_____
Accounts receivable _____	_____
Reserve fund _____	_____
Materials and furnishings in hand _____	_____
Miscellaneous _____	_____
Total:	_____
<b>LIABILITIES</b>	
Paid-up capital _____	_____
Bonds, mortgages, loans _____	_____
Overdrawn bank accounts _____	_____
Sinking fund liability _____	_____
Miscellaneous (unpaid interest, bills payable, etc.) _____	_____
Surplus _____	_____
Total:	_____
<b>REVENUE</b>	
Receipts from subscriptions _____	_____
Receipts from assessments in the case of a partnership or syndicate _____	_____
Other receipts _____	_____
Total:	_____

**EXPENDITURES**

{salaries: _____	_____
Administration: {stationery, insurance, heating, postage, lighting, rent, {furniture, etc. _____	_____
Maintenance salary and machinery: _____	_____
and repair {material: _____	_____
{electricity: _____	_____
Improvement, extension, {salary and machinery: _____	_____
alteration work, {materials: _____	_____
new facilities: {miscellaneous: _____	_____
Taxes: _____	_____
Interest: _____	_____
Dividends: _____	_____
Miscellaneous: _____	_____
	Total _____

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