

Chapter Treasurer's Report: Instructions

Access form via the [ANAC website](#).

Note: you will need to log in to your ANAC account.

A. Beginning balance: this must match the end balance on the previous year's report.

B. Total revenue/income: Input incoming monies for January 2024 to December 2024, allocating to correct categories.

C. Total expenses: Input outgoing monies for January 2024 to December 2024, allocating to correct categories.

D. Ending balance: $A+B-C=D$. Ensure totals match balance on December 2024 bank statement. Investigate any anomalies.

Attach December 2024 bank statement and submit form.

Contact Lynda Wileman lwileman@anacnet.org if you need assistance.