



OBI - Club Financial Report Quick Guide

Fiscal Year 2019	Fund CL001 - HSU STUDENT CLUB	Balance Remaining	1332.20
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Fiscal Year (ID)	Fund	Account	Journal Date	Transaction Description	Balance Remaining
2019	CL001 - HSU STUDENT CLUB	580802 - SALES REVENUE TAXABLE	9/1/19		125.00
2019	CL001 - HSU STUDENT CLUB	660003 - SUPPLIES AND SERVICES	9/25/19	9/20/29 REIMB SUPPLIES	(25.97)
				SUPPLIES FOR CLUB MEETING	(57.29)
				9/23/29 REIMB SUPPLIES	(37.86)
2019	CL001 - HSU STUDENT CLUB	503930 - CAMPUS SUPPORT NONCAP ADV FND	10/25/19		190.00
2019	CL001 - HSU STUDENT CLUB	660003 - SUPPLIES AND SERVICES	11/14/19	11/12/19 REIMB SUPPLIES	(18.28)
2019	CL001 - HSU STUDENT CLUB	606001 - TRAVEL IN STATE	2/13/20		(57.32)
2019	CL001 - HSU STUDENT CLUB	580090 - MISC REVENUE-OTHER	3/23/20	2020 ANNUAL PARTY REG FEES	455.00
2019	CL001 - HSU STUDENT CLUB	660003 - SUPPLIES AND SERVICES		HSU CLUB SHIRTS	(50.00)
2019	CL001 - HSU STUDENT CLUB	606002 - TRAVEL OUT OF STATE	4/1/20		(250.00)
2019	CL001 - HSU STUDENT CLUB	503930 - CAMPUS SUPPORT NONCAP ADV FND	4/20/20		475.00
2019	CL001 - HSU STUDENT CLUB	305002 - FUND BAL-CONT APPROPNS		Period 0 Lines from Ledger	583.92
Grand Total					1332.20

1. Remaining Balance Available: This is the dollar amount that is available for the club to use at the time this report is ran. This is money the club may use for a reimbursement, payment request, hosting an event, or going on a trip.

2. Account Numbers

There are several account numbers that categorize your account activity. Here are the most common ones and what they mean:

- Revenue 503930 - CAMPUS SUPPORT NONCAP ADV FND** - This account shows donations your club has received.
- Revenue 580090 - MISC REVENUE-OTHER** - This is income your club may collect such as club dues or income for providing a services. This revenue is not taxable.
- Revenue 580802 - SALES REVENUE TAXABLE** - This is income your club may collect from fundraisers. Most sales require sales tax to be reported.

- Expense 606001 - TRAVEL IN STATE** - This is a charge to the account for getting reimbursement for a travel that occurred in the State of California
- Expense 606002 - TRAVEL OUT OF STATE** - Similar to the account for "Travel In State" except this categorizes travel out of the State of California
- Expense 660003 - SUPPLIES AND SERVICES** - This account covers most expenses from the club account. This can include supplies for a club meeting or buying t-shirts.

3. Journal Date

This is the date your financial activity posts to your Club Trust Account. The date may be different than when the transaction occurred due to the length of processing time.

4. Transaction Descriptions

Information in this column may provide a little more detail on the activity. For example, it may tell you that supplies were purchased, or what event you earned money at.

5. Balance

This column shows the amount of the transaction. In accounting terms, if the number is inside of (), it means "minus." For example, transactions that are for supplies and services show the amount inside of () because money was taken out of the account to pay for the supplies.

"Period 0" indicates money that was carried over from the previous school year

Please contact the Club Financial Coordinator if you need further help interpreting your financial statement.