

California Association of Legal Document Assistants
 Revenue & Expense Statement
 January 1, through December 31, 2005

	General Fund	Conference	Education	Fund Raising	Membership	Publ Revsion	Total
REVENUE:							
Conference		34,842.92					34,842.92
Vendors		1,250.00					1,250.00
Dues - Students					75.00		75.00
Voting Members					23,231.25		23,231.25
Conf-Products sold				567.55			567.55
Products				3,395.57			3,395.57
Others				70.31			70.31
Refund		(1,190.00)					
Total Com Revenue	0.00	34,902.92	0.00	4,033.43	23,306.25	0.00	62,242.60
Other Income:							
Interest Income	60.38						60.38
Other Income:	1,020.03						1,020.03
Workshops	585.20						585.20
Gross Revenue	\$1,665.61	\$34,902.92	\$0.00	\$4,033.43	\$23,306.25	\$0.00	\$63,908.21
Expenses							0.00
Admin Assistant						4,549.28	4,549.28
Misc Projects		692.72					692.72
Postage		1,110.86					1,110.86
Printing		2,328.77					2,328.77
Teacher's Fee		1,400.00					1,400.00
Conf Exp-Others		19,866.71					19,866.71
Board Mtgs-Flowers	14.96						14.96
Board Mtgs-Others	292.21						292.21
Education			50.00				50.00
Membership Committee					760.13		760.13
Misc	1,533.45						1,533.45
Newsletter/Set-up Fee	500.00						500.00
Nominate-Election	154.27						154.27
Office Expense	95.38						95.38
Postage	80.04						80.04
Printing-Brochure	500.00						500.00
Website	5,050.40						5,050.40
Bank Charges	99.00						99.00
Credit Card Fees	330.38						330.38
Workshop Reimb	481.33						481.33
Total Expenses	9,131.42	25,399.06	50.00	0.00	760.13	4,549.28	39,889.89
Revenue/ (Expense)	(\$7,465.81)	\$9,503.86	(\$50.00)	\$4,033.43	\$22,546.12	(\$4,549.28)	\$24,018.32

MEMO: Sales Tax of \$410 made payable to the State Board of Equalization is not an expense.

Prepared and Format amended based on the financial figures provided by previous Treasurer.

38,737.00

**California Associations of Legal Document Assistants
Balance Sheet
As of December 31, 2005**

ASSETS			
Current Assets			
Cash - CALDA/Checking Acct	\$20,156.64		
Cash - Net Bank	<u>(7,542.52)</u>		
Total Checking Acct			\$12,614.12
Investments			
Savings Account	3,469.17		
Money Market - Net Bank	50,000.00		
Mutual Funds - CALDA	<u>3,391.67</u>		
Total Investments			56,860.84
Account Receivables			899.29
Undeposited Funds			<u>685.00</u>
Total Current Assets			<u>\$71,059.25</u>
Other Assets			
Deposits - Conference			<u>3,125.20</u>
Total Assets			<u>\$74,184.45</u>
Liabilities & Equity			
Current Liabilities			
SALES TAX Payable			<u>\$420.94</u>
Total Current Liabilities			\$420.94
Equity Account			
Opening Balance		22,899.31	
Retained Earnings		29,909.60	
Net Income		<u>20,954.60</u>	
Total Equity			<u>73,763.51</u>
Total Liabilities & Equity			<u>\$74,184.45</u>

1/20/06

Prepared based on data provided by former treasurer.

CALDA
 PROPOSED BUDGET
 FY: 01/01/06 THROUGH 09/30/06

DESCRIPTIONS	GEN FUND	ANN CONF	CONT EDUC	FUND RASING	MEMBERSHIP
INCOME	10,396	39,702.00	1832	4,438.00	25637
Other Income					
Gross Income	10396	39,702.00	1,832.00	4,438.00	25,637.00
Expenses					
Conference Expense		16689.65			
Hotel					
Food					
Office Supplies					700
Other Supplies				1250	
Printing/Copying		2328.77	3000		3700
Advertising					
Postage		1110.86		1250	1050
Insurance	193				
Prof Services			6000		6000
Teacher's Fee		1400			
Miles/Meetings	338				
Travel					
Tel/Fax					
Legislative	150				
Newsletter	150				
Nom/Elect	200				
Prof Standards	300				
Technology	5705				
Public Relations	900				
Bank Charges	109				
Credit Card Fees	363				
Miscellaneous	1687	692.72			
TOTAL EXPENSES	10095	22222	9000	2500	11450
OTHER EXPENSE					
Indirect Expense		5717	312	624	3743
TOTAL EXPENSES	10095	27939	9312	3124	15193
OTHER INCOME					
Interest Income					
Revenue (EXPENSE)	301	11763	-7480	1314	10444