



# 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
<b>Grand Total</b>					<b>1332.20</b>

**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.**