



Start with the basics

Get a copy of the:

- League rules.
- Lineage paid to date from the center showing number of bowlers paid for weekly.
- League bank or league center account(s) statements from president or treasurer.
- President's monthly account verification/calculations.
- Receipts from treasurer.
- Team pay envelopes from treasurer.
- League Certification Application from secretary.
- Membership dues receipt(s) from local association.

Breakdown of Weekly Fees per Bowler (See League Rules)			
\$ _____ Lineage	\$ _____ Prize Fund	\$ _____ Secretary fees	\$ _____ Other fees
Total Weekly Fees per Bowler (See League Rules)			\$ _____
Number of Bowlers Paid to Date (Add the number of bowlers from lineage receipts)			_____

INCOME STATEMENT

Description

Beginning bank balance, if any	+	_____	
League Fees to Date (Number of Bowlers x Weekly Fees)	+	_____	_____
League Sponsor /Franchise Money	+	_____	_____
Prepaid league fees from envelopes	+	_____	_____
50/50 or other fundraisers	+	_____	_____
_____	+	_____	_____
*Misc. fees (ex. fines, salaries, etc.)	+	_____	_____
_____	+	_____	_____
_____	+	_____	_____
Membership dues collected	+	_____	_____

TOTAL INCOME
(Add League fees income and additional income)



EXPENSE STATEMENT

Description

Lineage Paid to date + _____
(Add receipt(s) from center) _____

Memberships Paid + _____
(Add the total paid with certification application and any late members) _____

Arrearages + _____
(Add from pay envelopes/LIST IN FINAL REPORT) _____

Detail Other League Expenses Paid Below

_____ + _____

_____ + _____

_____ + _____

_____ + _____

_____ + _____

TOTAL EXPENSES

--



BALANCE SHEET as of _____
DATE

1. Total Income from Income Statement 

2. Total Expenses from Expense Statement 

3. Total Per League Records to date 

These boxes  should be equal.

4. Total account balance to date

Difference +/-

Other Items

Is the league arrearage rule being enforced? _____

Were all membership dues forwarded to the local within 30 days of receipt? _____

Did all withdrawals have 2 officer signatures? _____

Were all deposits made within 7 days? _____

List Arrearages

Go to the bottom right corner of the table and press the tab key to add additional rows if needed

Team	Bowler	Amount	Dates	Notes

If a loss is discovered, contact USBC Headquarters at
1-800-514-BOWL, ext. 3156 or e-mail bonding@bowl.com

For additional information, see the Bonding Chapter of the *USBC Playing Rules and Commonly Asked Questions*