

City of Staples

STATEMENT OF ACTIVITY

November 2018

| | TOTAL |
|---------------------------------|-------------------|
| Revenue | |
| Non-Profit Revenue | |
| Sales and Use Tax | 851.76 |
| Sales and Use Tax - MUD | 545.55 |
| Total Non-Profit Revenue | 1,397.31 |
| Total Revenue | \$1,397.31 |
| GROSS PROFIT | \$1,397.31 |
| Expenditures | |
| IT Services | 63.96 |
| Meals and Entertainment | 888.38 |
| Repair & Maintenance | 230.00 |
| Supplies | |
| Municipal Court | 75.00 |
| Total Supplies | 75.00 |
| Utilities | |
| Electric | 60.55 |
| Water | 59.86 |
| Total Utilities | 120.41 |
| Total Expenditures | \$1,377.75 |
| NET OPERATING REVENUE | \$19.56 |
| NET REVENUE | \$19.56 |



P.O. Box 649 San Marcos, Tx 78667-0649 Member FDIC

FOR INFORMATION CALL
512-393-5601 OR 1-800-513-7678

STATEMENT ISSUED
11-30-2018

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CITY OF STAPLES
PO BOX 27
STAPLES TX 78670



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Interested in accepting in-store, online or mobile credit and debit card payments? Frost Merchant Services can help. Contact Customer Service at (800)513-7678 to get started.

FROST BUSINESS CHECKING : ACCOUNT NO. [REDACTED]

| BALANCE LAST STATEMENT | DEPOSITS | | WITHDRAWALS | | BALANCE THIS STATEMENT |
|------------------------|----------|----------|-------------|----------|------------------------|
| | NO. | AMOUNT | NO. | AMOUNT | |
| 69,093.77 | 2 | 1,397.31 | 6 | 1,377.75 | 69,113.33 |

Activity Items Processed 8 Cash Processed \$0.00

----- DEPOSITS/CREDITS -----

| DATE | AMOUNT | TRANSACTION | DESCRIPTION |
|-------|--------|--------------------|--|
| 11-09 | 545.55 | ELECTRONIC DEPOSIT | CPA STATE FISCAL INV-PAYMTS 32049231692000 |
| 11-09 | 851.76 | ELECTRONIC DEPOSIT | CPA STATE FISCAL INV-PAYMTS 32049236196000 |

----- OTHER WITHDRAWALS/DEBITS -----

| DATE | AMOUNT | TRANSACTION | DESCRIPTION |
|-------|--------|---------------------|---|
| 11-13 | 75.00 | DEBIT CARD PURCHASE | SQ *TEXAS MUNICIPAL CO GOSQ.COM CARD: 2562765 |
| 11-14 | 59.86 | ELECTRONIC DEBIT | Crystal Clear UMS BILL 5034.00 98 |
| 11-15 | 63.96 | DEBIT CARD PURCHASE | INTUIT *QB ONLINE 800-286-6800 CARD: 3141510 |
| 11-19 | 888.38 | DEBIT CARD PURCHASE | SQ *BIG DOG CATERIN CIBOLO CARD: 3141510 |
| 11-27 | 230.00 | MY FROST BILLPAY | RDS SERVICES |
| 11-30 | 60.55 | DEBIT CARD PURCHASE | BLUEBONNET ELEC WEB/AP 979-542-3151 CARD: 3141510 |

----- DAILY BALANCE -----

| DATE | BALANCE | DATE | BALANCE | DATE | BALANCE |
|-------|-----------|-------|-----------|-------|-----------|
| 10-31 | 69,093.77 | 11-14 | 70,356.22 | 11-27 | 69,173.88 |
| 11-09 | 70,491.08 | 11-15 | 70,292.26 | 11-30 | 69,113.33 |
| 11-13 | 70,416.08 | 11-19 | 69,403.88 | | |

Please examine your bank statement upon receipt and report any differences or irregularities as specified in the Deposit Account Agreement and Other Disclosures.

Please notify us of any changes of address immediately. To change your address, follow these instructions.

- 1) Make changes to the address information shown on the front of this statement.
- 2) List all accounts which should be updated including Checking, Savings, Money Market, CDs and Loans.

Account Number _____ Account Number _____
 Account Number _____ Account Number _____
 Account Number _____ Account Number _____

Signature _____

- 3) Clip and return to the bank and address listed on the front of this statement.

How to balance your checkbook:

This worksheet will help you balance your checkbook. Before you begin, you'll need your checkbook register, your statement and any outstanding transactions not entered in your register.

| Worksheet | | Check Number/ Other Debits | Amount |
|---|------------|-------------------------------|--------|
| 1. Enter balance shown on front of statement | \$ _____ | | |
| 2. Subtract Line A (Checks / other debits not shown on this statement) | - \$ _____ | | |
| 3. Subtotal | \$ _____ | | |
| 4. Add Deposits / other credits not shown on statement | + \$ _____ | | |
| 5. Your Account Balance | \$ _____ | | |
| 6. Enter Your checkbook balance | \$ _____ | | |
| 7. Subtract any bank charges that have not been entered in your checkbook | - \$ _____ | | |
| 8. Subtotal | \$ _____ | | |
| 9. Add any interest or other credits appearing on your statement that have not been entered in your checkbook | + \$ _____ | | |
| 10. Adjusted Checkbook Balance | \$ _____ | Total (Line A) | |

1. Be sure your checkbook register is complete. Verify that all outstanding transactions have been entered in your register.
2. Compare the check information on the front of the statement with your checkbook register. In your register, mark all the checks, ATM withdrawals or other debits on your statement to indicate that the funds have been withdrawn from your account. List any checks or other debits that are in your register, but not on your statement in the space provided above.
3. In your register, mark all deposits and other credits on your statement to indicate that the funds have been credited to your account. Write any deposits or other credits that are in your register, but not on your statement on Line 4.
4. To verify your statement balance, complete the worksheet above. Your account balance (Line 5) should match your adjusted checkbook balance figure (Line 10). If these balances are different, check the addition in your checkbook and review each step in the balancing procedure.

Please examine your bank statement upon receipt and report any differences or irregularities as specified in the Deposit Account Agreement and Other Disclosures.