

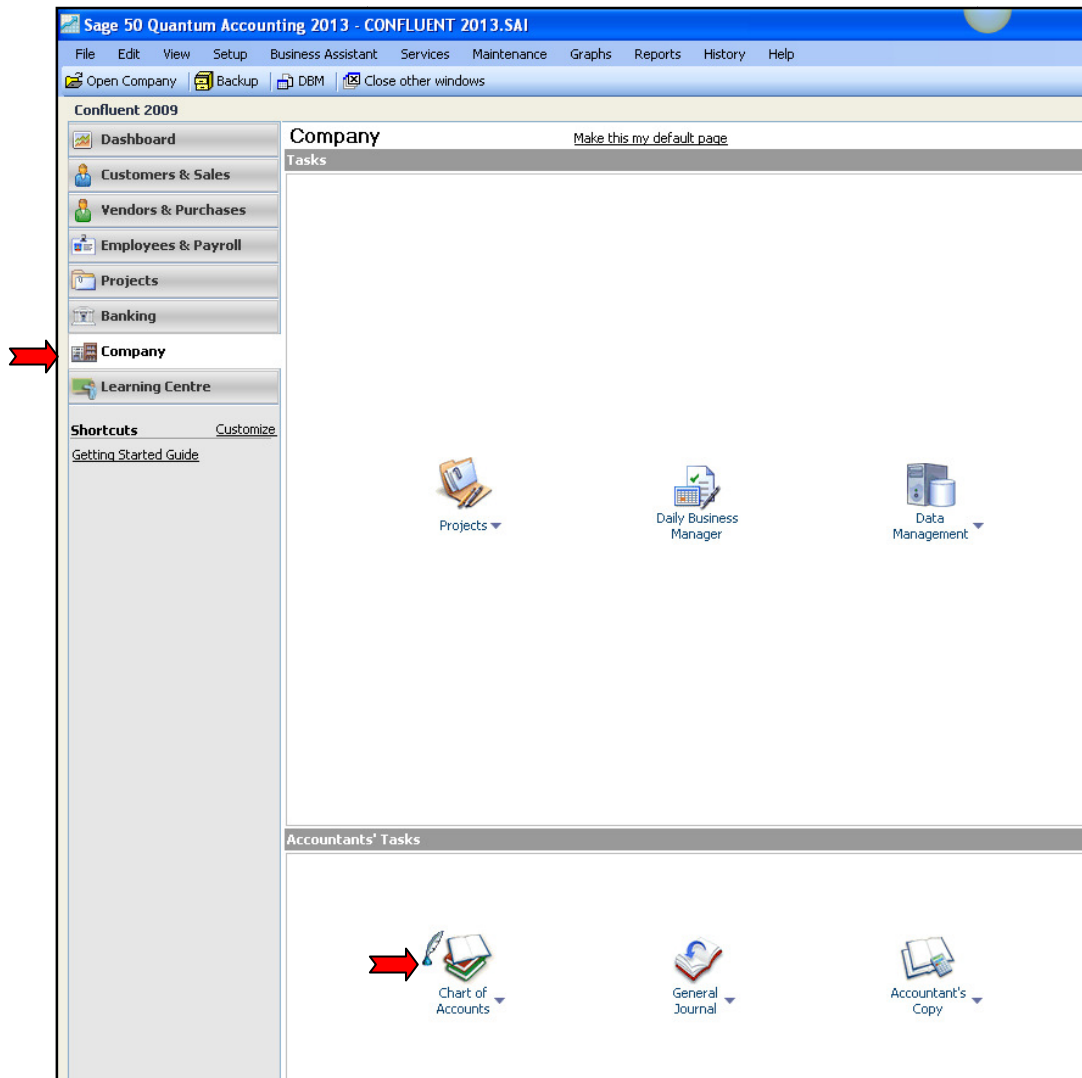


Foursquare Gospel Church of Canada

5.00 CHART OF ACCOUNTS

A standard chart of accounts has been created that coincides with the reporting requirements of the T3010 Annual Charity Return. If there are accounts that the church uses that are not listed they can be added into the appropriate category.

Under COMPANY, double click on Chart of Accounts:



Review Chart of Accounts by account: double click on account to open Account Record

- **Types of Accounts:**

- Explain the Types of Accounts: H, A, S, G, T
 - For each H(heading) account there must be a T(total) account.
 - For each A(subgroup account) there must be an S(subgroup total).
 - **Note:** If an account is given the incorrect Type an error message will appear when printing reports. Type must be corrected in Chart of Accounts before report can be printed.

- **For each account:**

- Go through each account and discuss proper procedures (see *Chart of Accounts Help Sheet* for details)
 - Refer to Administrator’s Guide for procedures that pertain to the account.
 - Enter Opening Balances from previous year Trial Balance.
 - **Note:** if this is first year of operations then leave 0.00

Balances are as of the latest transaction date			Type	Balance
ASSETS				
1000 Current Assets				
1020	1020	Deposit Clearing	A	0.00
1050	1050	Petty Cash	A	0.00
1055	1055	CIBC General Bank	A	0.00
1060	1060	CIBC Bank - Other	A	0.00
1075	1075	Total Cash	S	0.00
1200	1200	Accounts Receivable	A	0.00
1220	1220	GST Receivable	A	0.00
1221	1221	PST Receivable	A	0.00
1230	1230	Total Receivables	S	0.00
1320	1320	Prepaid Expenses	G	0.00
1400	1400	Total Current Assets	T	0.00

Select: 1055 1055 CIBC General Bank

Account: 1055 1055 CIBC General Bank

Account | Class Options | Reconciliation & Deposits | Additional Info | Related Historical Accounts | Notes

Type

Group Heading

Subgroup Account

Subgroup Total

Group Account

Group Total

Information

GIFI Code: 1002

Omit from Financial Statements if Balance is Zero

Allow Project Allocations

Opening Balance: 0.00

Inactive Account

Current Balance: 0.00

Balances as of 01/01/2013

Save and Close