

# JEWEL COMPUTER REPORTS

## TO CONFERENCE IF NOT USING FTP

BANK RECONCILIATION
FINANCIAL SUMMARY MONTHLY
FINANCIAL SUMMARY YTD
TRANSFER/ALLOCATION REPORT
CHECKS WRITTEN REPORT
DEPOSIT REPORT
CONTRIBUTION REPORT
(WEEKLY) TRIAL CONTRIBUTION REPORT

## ALWAYS IN TREASURER'S FILE

BANK RECONCILIATION
<i>(One file folder per account)</i>
FINANCIAL SUMMARY MONTHLY
FINANCIAL SUMMARY YTD
TRANSFER/ALLOCATION REPORT
CHECKS WRITTEN REPORT
DEPOSIT REPORT
CONTRIBUTION REPORT
(WEEKLY) TRIAL CONTRIBUTION REPORT

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## **MONTHLY TO CCC** *(No later than the 10<sup>th</sup> day of the following month)*

REMITTANCE CHECK & PRINTOUT OF CHECK
CONFERENCE EVANGELISM OFFERING REPORT