

Date: _____

Statement of Receipts and Payments

Project No.: _____

Project Title: _____

	Period under review		Total period from project commencement to date	
	from _____ to _____ Amounts in USD	from _____ to _____ Amounts in national currency	i.e. from _____ to _____ Amounts in USD	i.e. from _____ to _____ Amounts in national currency
<u>Receipts</u>				
I.1 Balance (surplus or deficit) of last statement + / -				
I.2 KZE disbursement(s)				
I.3 Misereor disbursement(s)				
I.4 Third-party contribution(s)				
I.5 Local contribution(s)				
I.6 Interest earned				
I. Total receipts				
II. Total converted from USD to national currency in period under review				
III. Amount available in period under review; in USD: I. – II. (subtract); in national currency: I. + II. (add together).				

Payments (itemised according to cost plan)

IV.1 _____				
IV.2 _____				
IV.3 _____				
IV.4 _____				
IV.5 _____				
IV.6 _____				
IV.7 _____				
IV.8 _____				
IV. Total payments				
V. Balance (III. - IV.) + / -				
VI. Reconciliation of balances: bank cash sundries (cheques not yet cashed, advance payments, loans etc.; if necessary, please explain)				

Please add your up-to-date annual narrative report or, as applicable, an overview of the activities implemented in the period under review (covering also objectives achieved, difficulties encountered, etc.) (cf. Guidelines for Narrative and Financial Reporting to MISEREOR, Introduction, page 2, second paragraph; Part II, section 10; etc.).

To request release of the next instalment, please use our REQUEST FOR DISBURSEMENT form (not applicable if this is your final Statement of Receipts and Payments).