



LOCSU

LOC Finance Template

March 2025

LOC Record Keeping - Finance

Contents

- **Outline Cashbook Record Keeping and principles**
- **Walkthrough of template**
- **Review reports available**
- **Further help available**



LOC Record Keeping - Finance

- **Cashbook Record Keeping**
- **Details are entered into cashbook**
- **Automatically populates reports:**
 - **Month comparison to budget**
 - **Year on Year Comparison**



Further help and support

Treasurer support resources on LOCSU website - [Treasurers Support – LOCSU](#)

- Includes Treasurer Forum notes
- LOC Committee benchmarking
- PAYE resources

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