Chart of Accounts

International Missions

Account Number		Account Name	Comments
Prefix	**Suffix**		
000		***Administration***	Mission Budge Items
	5000	Salaries & wages paid locally	Office cleaning & grounds maintenance - Pershad
	5052	Employment Taxes	
	5075	Other Employee Benefits	
	5102	**Travel - Ecclesiastical**	Pres. Travel, Includes A.P travel
	5200	**Office Supplies**	
	5220	Literature & supplies - purchase/sale	
	5370	**Telephone & Fax**	All phone bills, fax bills mission wide
	5379	**Postage, freight, duties**	
	5491	**Visitor Meals**	New/Old - Incoming/Outgoing Missionaries
	5500	Miscellaneous	Bank fees
	5700	Minor equipment purchases	
	5776	Equipment and furnishings repair	
	5860	Building & grounds maintenance	
	5862	**Rent - mission home & office**	
	5868	**Utilities - mission home & office**	
	5170	**Mission gasoline**	All vehicles
		Dr. Otto/Area travel code	DOM01 6409046. 5100
400	5862	CES Rent	24.64% for 1 office, 36.96% for 2 offices
400		***Missionary Support***	Reimbursed by SLC
	5102	**Transportation/Travel**	Missionary transfer travel-Copies, passport photos
	5700	Furnishings	VCR, fax, DVD, Misc. Expenses
	5862	**Rent**	
	5868	**Utilities**	
	5920	Charitable assistance	
	5930	**Food and personal expenses**	MSF, all zone conf. expenses, **bottled water**
600		***Vehicles***	
	5471	Vehicle insurance premiums	
	5480	Vehicle taxes, license, registration	Includes vandalism
	5771	Vehicles accident repair	
	5772	Vehicles maintenance	All non-accident vehicle work, Senior vehicle payments
800		***Missionary Couples***	Almost never used
	5700	Furnishing purchases	
	5860	Building and ground maintenance	
	5862	Rent	
	5868	Utilities	
	4250	Lease and rental income	
900		***Other***	Reimbursed by SLC
	1000	Mission bank account	
	1096	Funds transfer	
	1200	Petty cash	
	1220	Working fund	
	1300	Missionary accounts detail code	To increase petty cash
	1925	**Apartment security deposits**	
	5102	President/Missionary **outward fares**	Missionary **In/Out** fees-visa,permits, travel, etc.
	5948	President medical	
	5949	**Missionary medical**	
		Special	
000	5462	Gain/Loss on exchange	
500	4250	Rental income	