



Direct Archdiocesan District Philoptochos

“Panaghia Perivleptos”

PHILOPTOCHOS FINANCE WORKSHOPS

HOLY TRINITY CATHEDRAL CENTER

337 E. 74TH STREET NEW YORK, NY 10021 · 212. 288.3215

TWO DATES!!

SATURDAY, FEBRUARY 27, 2016 - 11:30AM-2:30PM

OR

SATURDAY, MARCH 5, 2016

Following Saturday of Souls Services

(APPROX. 11:30AM) - 2:30PM

These interactive workshops will allow our Philoptochos officers and board to better understand finance policies and procedures. We will discuss and examine day to day transactions, budgeting, income & expenditure reporting and auditing. These working sessions will also include tutorials and one on one chapter assistance.

PLEASE BRING THE FOLLOWING WITH YOU;

- Chapter Financial information
- Basic Calculator
- Paper & Pencil
- Laptop or tablet if you prefer

Refreshments and a light lunch will be served.

Please email philoptochosrsvp@gmail.com or call **914-325-5091**

Include your **chapter name/ #, workshop date** and the names of your **attendees**.