

Club Accounts Helpsheet

All club's verified accounts are required to be submitted to the Northamptonshire County Football Association by 1 September annually, showing the previous season's income and expenditure breakdown.

These accounts must have the following:

- The requirement of two signatures. One must be the person preparing the accounts and the other an independent person.
- The opening and closing balances of all bank accounts

The accounts can be submitted by email, post or in person.

The NFA can accept accounts completed in their own format as long as it shows the required information.

It is **not** a requirement to have the accounts prepared by an accountant.

Examples of income are player subs, registration fees and sponsorship.

Examples of expenditure are affiliation fees, league registrations and kit/equipment.

Please let us know if you are having any issues with the accounts.

We are more than happy to help you, please feel free to contact the NFA on 01604 678404.