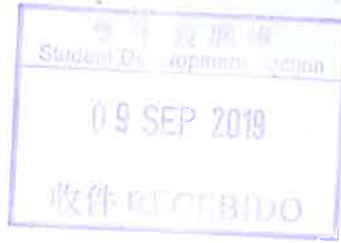




澳門大學
UNIVERSIDADE DE MACAU
UNIVERSITY OF MACAU

學生發展處
Student Development Section

FINANCIAL STATEMENT 財務收支報告



1st checked by
Carman 9/9
2nd checked
by Milly
on 9/9

1. 1st Input to Excel (N:Drive)
2. Scan
3. Rename Scanned File
4. Save Scanned File to N:Drive
5. 2nd Input to Excel
6. Prepare FO Payment Request Form & print Subsidy Proposal
7. Send email & reports to FO

* Please type and print the form

Student Organization Name: 澳門大學學生會
 Name of Activity: 日常開支(第二期) AIDKO
 Contact Person: 李浩坤 Contact No.: 62822439

(for UMSU sub-organizations)

學院學生會 學術聯會 文娛聯會 體育聯會
 Activity Date: 2019年1月27-4月6日
 Email: jackylei@umsu.org.mo

Part 1: Income & Expenses Summary

Income		
<i>*Must state all cash income for the activity, except SAO Funding subsidy*</i>		
Items	Reference Number	Amount (MOP)
Total Income:		0.00
*Did the activity receive any gift or non-cash sponsorship? <input type="checkbox"/> Yes <i>(If "Yes," you must submit the worksheet "Non_cash Sponsorship")</i>		

Expenses			Reserved for OSA / SDS Only
<i>*Must state all expenses of the activity, even if the receipt will not be reimbursed*</i>			
Items	Reference Number	Amount (MOP)	Approved Budget (MOP)
代收費	E	// 53.30	// 149
日用品	A12	// 95.70	
Total Expenditure:		// 149.00	149

Apply for SAO Funding Subsidy (MOP)	
Total Approved Budget by OSA / SDS (MOP)	149

For Internal Use Only:

1st Return on: Rec'd on: <u>2019/9/20</u>	2nd Return on: Rec'd on:	3rd Return on: Rec'd on:	Complete doc./Info Rec'd on:
--	-----------------------------	-----------------------------	------------------------------



Part 2: Declaration

I make this solemn declaration conscientiously believing the contents of this report to be true.
本人特此聲明此報告內容全部屬實。

**Electronic signature and seal are not allowed 不接受電子簽名及蓋章*

Declarant
聲明人

Name 姓名： 李浩坤

Signature:
簽署：

Treasurer of Student Organization
學生組織財務長

Name 姓名： 李浩坤

Signature:
簽署：



Name and Stamp of Student Organization:
學生組織名稱及蓋章：

澳門大學學生會



日期 Date :

8/9/2019

DD/MM/YYYY

Legal Duties of the declarant:

If the declarant deliberately makes a false declaration, according to Article 323 of the Criminal Law of Macau, he/she may be subject to a fine or to an imprisonment for a maximum period of 3 years.

聲明人之法律責任：

若聲明者對事實作出虛假之聲明，根據刑法典第323條，最高可被判處三年徒刑或科處罰金。



Part 3: The reimbursement application for the captioned activity is submitted by:

President of Student Organization
學生組織理事長

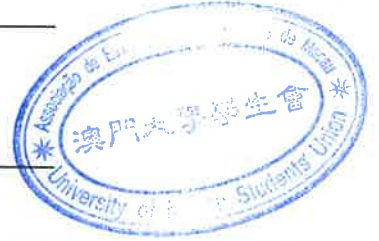
Name 姓名: 周嘉成

Signature: [Signature]
簽署:

Treasurer of Student Organization
學生組織財務長

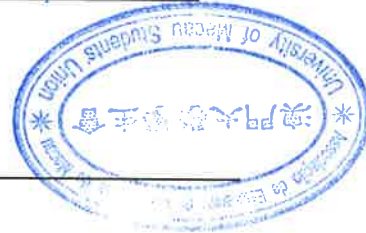
Name 姓名: 李浩坤

Signature: [Signature]
簽署:



Date:
日期: 8/9/2019

Stamp of Student Organization:
學生組織會印:



Part 4: Payment Instruction:

In order to received the reimbursed amount, the payee must first input his/her bank account information in the University of Macau ISW (Information System Web-Services)

Name of Payee (Same as Student ID): 收款人姓名 (與學生證相同):	<u>UMSU</u>
Student No.: 學生證號碼:	<u>N/A</u>
Email / Contact No.: 電郵地址 / 聯絡電話:	<u>umsu@umac.mo</u>

Verified by:

OSA / SDS: [Signature]

FO: _____

Date: 2019/9/30

Date: _____

Continued

New Applications / Re-submit proposals										
Batch		6								
Name of Student Organizations	Activities	Activity Date	Proposed Funding	Other Income/Sponsorship	Educational Purpose	Activity Type	Upper Limit (\$AO)	Grand Total	Remarks	
澳門大學學生會	八節通告費用	Jan	8,000.00	0.00	Others	Others	8,000.00	432,000.00		
澳門大學學生會	秘書處運作費用	Jan	800.00	0.00	Others	Others	800.00			
澳門大學學生會	財務處運作費用	Jan	800.00	0.00	Others	Others	800.00			
澳門大學學生會	公共關係部對外費用	Jan	6,000.00	0.00	Others	Others	TBC		More information is needed for consideration	
澳門大學學生會	行政秘書薪金	Jan	132,600.00	0.00	Others	Others	132,600.00			
澳門大學學生會	行政秘書保險	Jan	440.00	0.00	Others	Others	440.00			
澳門大學學生會	行政秘書社會服務基金	Jan	1,080.00	0.00	Others	Others	1,080.00			
澳門大學學生會	設備維修及清潔費	Jan	40,000.00	0.00	Others	Others	40,000.00			
澳門大學學生會	節目維修及保養	Jan	12,000.00	0.00	Others	Others	12,000.00			
澳門大學學生會	學生會日常支出	Jan	40,000.00	0.00	Others	Others	40,000.00			
澳門大學學生會	第二十一屆澳門大學學生會籌備機關及引頸望歸社籌備處	Jan	5,480.00				5,480.00			
澳門大學學生會	2019創新活動獎勵計劃	Jan	56,000.00	0.00	Interpersonal Relation & Teamwork	Competition	56,000.00			
澳門大學學生會	每月福利(一月)	Jan	3,450.00	0.00	Healthy Living	Others	3,450.00			
澳門大學學生會	每月福利(二月)	Mar	2,700.00	0.00	Healthy Living	Others	2,700.00			
澳門大學學生會	社會時事系列活動之第一屆論壇周活動	Mar	5,500.00	0.00	Citizenship with Global Perspective	Workshop/Training	4,500.00		Upper limit for refreshment: MOP20/pax for 50 participants Solid activity details, such as guest list, speaker list, themes / topics of seminars, media list must be submitted to SAO 30 days prior to the activity date. Failure to do so may cause cancellation of funding and venue resources	
澳門大學學生會	社會時事系列活動之議題電影觀賞	Apr	2,000.00	0.00	Citizenship with Global Perspective	Workshop/Training	2,000.00	list of movies to be played have to be submitted to SAO 30 days prior to the activity date. Failure to do so may cause cancellation of funding and venue resources		
澳門大學學生會	社會時事系列活動之【二零一九】時事問答比賽	Feb	17,100.00	0.00	Citizenship with Global Perspective	Workshop/Training	15,600.00	Special approval for activity with theme of "Celebration of 20th anniversary of the establishment of the Macau SAR": Upper limit for prizes: MOP4600 Upper limit for souvenir: MOP3000		
澳門大學學生會	聯校定向運動比賽之「回顧·懷念」	Mar	25,850.00	0.00	Cultural Engagement	Competition	20,000.00	Suggest to charge registration fee Disapproved item: 租買, 茶點		
澳門大學學生會	澳門大學學生會及屬會小報刊物	Mar	4,684.00	0.00	Cultural Engagement	Performance	4,684.00			
澳門大學學生會	春季幹事招新及幹事大會	Jan	10,000.00	0.00	Interpersonal Relation & Teamwork	Others	4,000.00	Upper limit: MOP30/pax for 100 participants, and MOP1,000 for activity supplies.		
澳門大學學生會	春季幹事迎新營--Exploring	Feb	15,500.00	0.00	Interpersonal Relation & Teamwork	Others	8,500.00	Upper limit: MOP170/pax for transportation and accommodation only (for 50 participants)		
澳門大學學生會	「五四運動」一百週年青年領袖峰會	Apr	20,000.00	140,000.00	Interpersonal Relation & Teamwork	Lecture/Seminar	20,000.00	Solid activity details, such as guest list, speaker list, themes / topics of seminars, media list must be submitted to SAO 30 days prior to the activity date.		
澳門大學學生會	2018/2019年度畢業生畢業活動 (畢業短劇編/演/同學錄製作)	May	117,360.00				50,000.00			
ASCE	ASCE 運動日	Jan	3,451.80	0.00	Healthy Living	Competition	1,770.00	Upper limit for refreshment: MOP20/pax for 35 participants Suggest to charge registration fee		
ASCE	第十三屆就職典禮	Jan	2,978.25	0.00	Interpersonal Relation & Teamwork	Others	1,827.00	Disapproved item: souvenir, Upper limit for refreshment: MOP30/pax for 50 participants		
ASCE	2018 ASCE 年度聚會	Mar	8,383.64	1,000.00	Cultural Engagement	Performance	3,300.00	Disapproved item: souvenir, Upper limit for refreshment: MOP30/pax for 50 participants		
ASCE	2019ASCE東京學習交流匯	May	50,000.00	223,000.00	Interpersonal Relation & Teamwork	Visita	20,000.00	Upper limit: MOP1,000 for transportation and accommodation only (for 20 participants)		
ASCE	第十二屆ASCE競技大賽	Mar	23,727.00	1,000.00	Interpersonal Relation & Teamwork	Competition	5,000.00	Disapproved item: souvenir, Upper limit for refreshment: MOP20/pax for 70 participants Upper limit for prizes is MOP2,300		
BCSA	2019買糖告白聯	Mar	9,772.00	0.00	Others	Others	4,200.00	Disapproved items: 水, 飲料, 工作餐, 小零食		
BCSA	2019 BCSA TSA 音樂節	Apr	11,259.17	0.00	Others	Others	5,900.00	Disapproved item: souvenir.		
BCSA	2019 BCSA 元宵節	Feb	12,482.86	0.00	Cultural Engagement	Others	6,500.00			
BCSA	2019 BCSA 春節遊園會	Jan	14,865.85	0.00	Cultural Engagement	Others	6,500.00	Disapproved items: 水, 飲料, 工作餐, 小零食		
BCSA	2019 BCSA 多元文化論壇	Mar	11,838.81	0.00	Cultural Engagement	Lecture/Seminar	TBC	Further information about the activity content is required.		

