

| APWA Chart of Accounts to use for Coding Revenue and Expenses in Quickbooks | | | |
|---|---|--------------|--|
| Account Number | Account Name | Type | Detail Type |
| 400 | Unrealized Gain (Loss) from Investment Accounts | Revenue | Non-Profit Revenue |
| 404 | Registration Fees-Educational Event/Social Event (Non-Fundraising Events) | Revenue | Non-Profit Revenue |
| 405 | Registration Fees-Fundraising | Revenue | Non-Profit Revenue |
| 410 | Exhibit Space Sales | Revenue | Non-Profit Revenue |
| 420 | Publication Sales | Revenue | Non-Profit Revenue |
| 423 | Product & Merchandise Sales | Revenue | Non-Profit Revenue |
| 425 | Training Materials | Revenue | Non-Profit Revenue |
| 430 | Advertising Income | Revenue | Non-Profit Revenue |
| 431 | Advertising-Print or e-zine (UBI) | Revenue | Non-Profit Revenue |
| 433 | Position Advertising-Website (UBI) | Revenue | Non-Profit Revenue |
| 435 | Membership Dues | Revenue | Non-Profit Revenue |
| 460 | Interest Income | Revenue | Non-Profit Revenue |
| 462 | Realized Gain (Loss) from Investment Accounts | Revenue | Non-Profit Revenue |
| 463 | Rebates | Revenue | Non-Profit Revenue |
| 464 | Investment Fees | Revenue | Non-Profit Revenue |
| 465 | Miscellaneous Income (Should not exceed \$2500) | Revenue | Non-Profit Revenue |
| 480 | Royalties | Revenue | Non-Profit Revenue |
| 490 | Sponsorships-Educational Event/Social Event | Revenue | Non-Profit Revenue |
| 491 | Sponsorships-Fundraising | Revenue | Non-Profit Revenue |
| 495 | Cash Donations | Revenue | Non-Profit Revenue |
| 496 | Non-Cash Contributions (In Kind) | Revenue | Non-Profit Revenue |
| 499 | Contributions from Reserve | Revenue | Non-Profit Revenue |
| 556 | Business Travel | Expenses | Travel |
| 575 | Insurance- | Expenses | Insurance |
| 600 | Facility Space/Venue Rental | Expenses | Other Business Expenses |
| 605 | Facility Space/Venue Equipment Rental | Expenses | Equipment Rental |
| 615 | Food & Beverage-Educational Event/Social Event | Expenses | Entertainment Meals |
| 617 | Food & Beverage-Fundraising | Expenses | Entertainment Meals |
| 620 | Transportation | Expenses | Other Business Expenses |
| 670 | Consultants and Subcontractors | Expenses | Other Business Expenses |
| 675 | Speakers & Trainers | Expenses | Other Business Expenses |
| 680 | Entertainment (Bands/Comedians/etc....) | Expenses | Entertainment |
| 681 | Entertainment-Fundraising | Expenses | Entertainment |
| 700 | Office Supplies | Expenditures | Office/General Administrative Expenditures |
| 705 | Dues & Subscriptions | Expenses | Dues & subscriptions |
| 730 | Postage-Education/Social | Expenses | Shipping, Freight & Delivery |
| 732 | Postage-Fundraising | Expenses | Shipping, Freight & Delivery |
| 735 | Flowers/Gifts/Bequests | Expenses | Other Business Expenses |
| 820 | Advertising Expense | Expenses | Advertising/Promotional |
| 821 | Advertising-Education/Social | Expenses | Advertising/Promotional |
| 822 | Advertising- UBI | Expenses | Advertising/Promotional |
| 823 | Advertising-Fundraising | Expenses | Advertising/Promotional |
| 831 | Books & Publications | Expenses | Other Business Expenses |
| 837 | Printing & Production-Education/Social | Expenses | Other Business Expenses |
| 838 | Printing & Production-General Marketing & Membership | Expenses | Other Business Expenses |
| 839 | Printing & Production-Fundraising | Expenses | Other Business Expenses |
| 840 | Cost of Goods Sold (Publications, Training materials) | Expenses | Other Business Expenses |
| 841 | Cost of Goods Sold (Product or Merchandise) | Expenses | Other Business Expenses |
| 861 | Conference-Awards/Door Prizes/Drawings | Expenses | Other Business Expenses |
| 862 | Conference-Cash and Gift Cards | Expenses | Other Business Expenses |
| 863 | Stipends to Public Works Professionals (non-students) | Expenses | Other Business Expenses |
| 864 | Scholarships to Students | Expenses | Other Business Expenses |
| 883 | Income Tax Expense | Expenses | Taxes Paid |
| 890 | Bank Service Charges including credit card fees | Expenses | Bank and Credit Card Charges |
| 898 | Miscellaneous Expenses (Should not exceed \$2500) | Expenses | Other Miscellaneous Service Cost |
| 899 | Sponsorship/Contributions to charitable/educational organizations | Expenses | Charitable Contributions |
| 902 | Lobbying | Expenses | Other Business Expenses |
| 903 | In-Kind Services Expenses | Expenses | Other Business Expenses |
| 999 | Contributions to Cash Reserves | Expenses | Other Business Expenses |