**MNB identification code: F96**

**Completion instructions**

**Balance sheet and profit and loss statement of civil society organisations that prepare** **annual accounts**

**General instructions**

Within the framework of the reporting, the National Office for the Judiciary shall submit once a year, in HUF thousand, in .csv format, the balance sheets and profit and loss statements that constitute parts of the non-consolidated annual accounts of civil society organisations, electronically processed and recorded by the National Office for the Judiciary. The data reporting shall contain the balance sheets and profit and loss statements of those civil society organisations whose business year corresponds to the calendar year and of those ones as well whose business year is different from the calendar year but closes during the year under review. The data sets shall show – in one row per civil society organisation – the registration number (the first eight characters of the tax number) and name of the civil society organisations, the starting and ending dates of the business year, the type of account as well as the balance sheet and profit and loss statement data for the year under review. The data supply shall also include the data of civil organisations without a tax number. The registration number field shall be left blank for civil organisations without a tax number.