|  |  |
| --- | --- |
| **JFtag_rgb_big-taggedLOGO** | **JFAO 2018 Club Financial Report**  To be completed by the club treasurer and  submitted to JFAO **by January 31, 2019**  as an affiliation requirement. |

***Instructions:***

**Section A** – complete in full.

**Section B** – complete one for each account that your club has (i.e. General or Operating account, Food Booth account, Investment account, etc). Use additional copies of the form as necessary.

**Section C** – detail each monetary donation that your club made in the past year to charity.

**Section D** – have your club’s books examined by someone who is **NOT** a member of your club. This person must sign the form (page 3) to verify that you have presented your club’s accounts accurately.

***Reminders:***

* As of March 2014, clubs will need to submit a photocopy of the December 2018 bank statements with the Club Financial Report. Originals will not be returned. This was added to increase the layer of transparency between the JF Clubs and JFAO.
* If the Club Financial Report, and supporting documents are not submitted by January 31, 2019 a **$50.00** **fine** will be issued to the club.
* Any questions, comments, or concerns about this form or any financial question, please contact the Executive Director of Finance (MacKenzie Mahon) via email [finance@jfao.on.ca](mailto:finance@jfao.on.ca)

|  |
| --- |
| **Section A: Club Information** |
| Club: Treasurer:  E-mail: Phone:  Address:  City: Postal Code: |

**Section B: Accounts**

**Account #1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Bank Name/Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Type of Account: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** (Chequing / Savings / GIC Etc.)

|  |  |
| --- | --- |
| Bank Balance, January 1 2018 | $ |
| Total Deposits | $ |
| Total Withdrawals | $ |
| Deposits – Withdrawals | $ |
| *Balance, December 31 2018* | $ |

**Account #2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Bank Name/Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Type of Account: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** (Chequing / Savings / GIC Etc.)

|  |  |
| --- | --- |
| Bank Balance, January 1 2018 | $ |
| Total Deposits | $ |
| Total Withdrawals | $ |
| Deposits – Withdrawals | $ |
| *Balance, December 31 2018* | $ |

**Section C: 2018 Charitable Donations**

Supporting community causes whether through volunteer or financial effort is a great JF tradition.

Please list any causes your club was able to financially support here.

|  |  |  |
| --- | --- | --- |
| Date | ***Charity Name & Location*** | Amount |
|  | **2017-18 JFAO Provincial Charity – Second Harvest** |  |
|  | **2018-19 JFAO Endowment Fund** |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | *Total* |  |

**Section D: Independent Verification**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have examined the financial records of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Junior Farmers and have randomly

checked the financial data.  In my opinion, the books are up to date and fairly reflect the

financial activities and position of the club for the past year.

|  |  |
| --- | --- |
| **Examiner:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature | Date: January \_\_\_\_\_\_\_\_\_\_, 2019 |
| **Treasurer:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature | Date: January \_\_\_\_\_\_\_\_\_\_, 2019 |
| **President:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature | Date: January \_\_\_\_\_\_\_\_\_\_, 2019 |

Form 2018 12 18