

United Daughters of the Confederacy®
Annual Financial Report
501(c)(3) Required Form for Children of the Confederacy Divisions and
Chapters Where No Division
October 1, 20 _____ – September 30, 20 _____

This form must be completed by each CofC Division Director and Chapter Where No Division (CWND) Director, and one copy must be submitted to the Director General annually by November 15. Retain a copy in the Division/CWND files for at least 6 years. The Division Director sends copies of all Chapter reports to the Director General annually by November 15 and retains copies of the Chapter reports in the Division files for 6 years. The report must cover the October 1 – September 30 timeframe even though the Division/CWND may have a different fiscal year.

Division name or CWND name, number, location _____
 Division/CWND Employer Identification Number (EIN) _____
 Division/CWND President name _____
 Division/CWND Treasurer name _____
 Division/CWND Director name and address _____

 Division/CWND Director signature _____

Beginning balance on October 1, 20 _____ (total cash assets including checking account, savings account, all other accounts, investments, etc.) Note: Beginning balance must match ending balance on the preceding year's *Annual Financial Report*. **\$ _____**

Revenue

Division per capita tax	_____	
General per capita tax	_____	
CWND dues	_____	
Contributions, gifts	_____	
Investment income	_____	
Other (e.g., fundraising, sale of assets; list and describe on reverse)	_____	
Total revenue		\$ _____

Expenses

General per capita tax	_____	
Operating expenses (e.g., postage, printing, supplies, safe deposit box)	_____	
Contributions (e.g., Division and General funds, other nonprofit groups)	_____	
Scholarships	_____	
Other (list and describe on reverse)	_____	
Total expenses		\$ _____

Ending balance on September 30, 20 _____ (beginning balance plus revenue less expenses) **\$ _____**

This form may be photocopied. Use additional sheet if necessary.

1. List on reverse and explain any restricted/designated Division/CWND funds, e.g., scholarship funds.
2. Enclose copy of *IRS Form 990* or *990-EZ* if you have been required to file one.
3. If Division/CWND owns land, building, historical collections, or other significant assets, please list and briefly describe on reverse.