

# **CORS Section Annual Report**

This report must be submitted to the CORS Treasurer by **May 31st** each year in order to receive funding. Missed submissions will not be retroactively funded.

All fields must be completed. This form (preferably as a pdf) and a copy of your section's bank balance showing the balance as of March 31st must be submitted to <a href="mailto:Treasurer@cors.ca">Treasurer@cors.ca</a>

Section Name as per Bank Account

CORS Section - Nunavut

Mailing Address for Shares Cheque (Including recipient's name)

C/O John Doe 1234 Main Street. MyTown, NV A1A 1A1

## **Annual Report Checklist**

#### On this form:

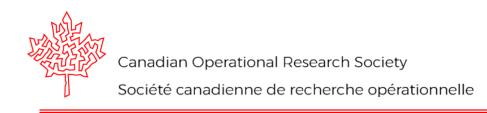
- ☑ Past year's activity reported
- $\boxtimes$  Past year's expenses reported  $\rightarrow$  Total expenses: \$ 458.01
- □ Coming year's activity reported
- □ Coming year's budget reported → Total anticipated expense: \$305.00

## **Accompanying this form:**

Bank statement showing bank balance as of March 31<sup>st</sup> → Balance: \$12345.67

## Our Section Agrees to the following conditions of funding:

- ☑ We will place the CORS logo with a link to the national website (<u>www.cors.ca</u>) and a sentence (e.g., "CORS is a proud sponsor of this event") on each announcement of any events (e.g., on posters, in emails, on webpages)
- We will place a physical sign (e.g., printed poster) with the CORS logo and a title (e.g., "Event Sponsor")
- ✓ We will place the CORS logo and a link to the website (<u>www.cors.ca</u>) on our website.
   Or □ not applicable; we do not have a section website.



#### Use as many lines as needed in each of the sections below to provide a fulsome report.

#### **Section Officers**

Position	Name
President	Sam Steele
Vice President	Curious George
Treasurer	Nancy Drew
Secretary	Sponge Bob

## **Past Year Activity Report**

Date(s)	Activity Description (use as many lines as needed)	Cost to Section
Jan 1, 2017	Hosted a petting zoo, with a camel as a special guest and a macaw as the plenary speaker. The zoo was attended by 300 petters.	123.45
Feb 31, 2017	Hosted a chocolate bar tasting competition with 35 types of chocolate bars and 35 taste testers. Event was publicized via email throughout our province and was attended by 2 people.	234.56

Other Expenses (total)\*: 100.00

Total Section Expenses for the year: 458.01

### \*If large amounts (>\$100), provide explanations:

Other expenses included bank fees (\$12.34) and website fees (\$87.66)

## Coming Year Activity Plan & Budget

Month (if known)	Activity /Expense Description (use as many lines as needed)	Amt. Budgeted
December	Monthly section meetings for Sept – June. Anticipated to	\$200
	cost \$20 each for light refreshments	
	Bank fees	15.00
	Website fees	90.00

Total Budgeted Expenses for the year: 305.00