



AUXILIARY TO SONS OF UNION VETERANS OF THE CIVIL WAR

Department Report Due Dates

Date (no later than)	Form No.	To	Notes
January 1 st	8822-B	IRS	Annual form to report change in person dealing with 990-N forms
January 15 th	Form A03	National Secretary	Department membership activity during December
January 30 th	Form D01	National Secretary	Installing Officer's Report - to report new Auxiliary Officers for the year
February 15 th	Form A03	National Secretary	Department membership activity during January
March 15 th	Form A03	National Secretary	Department membership activity during February
April 15 th	Form D02	National Secretary	Annual Per Capita Report
April 30 th	Form D11	National Treasurer	To report all EIN numbers within a Department
May 15 th	Form A03	National Secretary	Department membership activity during April
May 15 th	990N	IRS	Annual tax return (if financial year ends December 31 st)
May 15 th	Form D04	National Treasurer	Report on the department financial standing for the year
June 15 th	Form A03	National Secretary	Department membership activity during May
June 30 th	Form D06	National Chaplain	Report on Memorial Day activities and Sisters who have passed away
June 30 th	Form D07	National PI	Report on Memorial Day activities and other patriotic work for the year
June 30 th	Form D05	National Vice President	Report on new membership for the year
June 30 th	Form D08	National Secretary	Report on Auxiliary assets and holdings
June 30 th	Form D10	National Charitable Chair	Report on the charitable work done for the year
July 15 th	Form A03	National Secretary	Department membership activity during June
August 15 th	Form A03	National Secretary	Department membership activity during July
September 15 th	Form A03	National Secretary	Department membership activity during August
October 15 th	Form A03	National Secretary	Department membership activity during September
November 15 th	Form A03	National Secretary	Department membership activity during October
November 15 th	990N	IRS	Annual tax return (if financial year ends June 30 th)
November 15 th	Form D04	National Treasurer	Report on the Department financial standing for the year
December 15 th	Form A03	National Secretary	Department membership activity during November

