



AUXILIARY TO SONS OF UNION VETERANS OF THE CIVIL WAR ANNUAL DEPARTMENT TREASURER'S REPORT

(Send one copy to the National Treasurer and retain one copy for Department records)

Department _____

Year of Annual Report _____

Employer ID No. (EIN) _____

We have audited the books of the Treasurer and approve the following report:

Balance on hand last Annual Report: \$ _____

Balance on hand this Annual Report: \$ _____

Date Department filed their 990-N with IRS: _____

Please list all Financial Institutions in which the Department's Funds are being held.

Bank/Financial Institution Name	Street Address	City/State	Signatures on Account

Checking Account Balance \$ _____

Income:

Per Capita Dues	\$ _____	
Application Fees	\$ _____	
Auxiliary Fines	\$ _____	
Chief of Staff	\$ _____	
Patriotic Instructor	\$ _____	
Contributions	\$ _____	
Miscellaneous	\$ _____	
Total Income	\$ _____	+ _____
Sub-Total		\$ _____

Expenditures:

Per Capita Dues	\$ _____	
Application Fees	\$ _____	
Department Expenses	\$ _____	
Department Donations	\$ _____	
Charitable Donations	\$ _____	
Miscellaneous	\$ _____	
Total Expenditures	\$ _____	- _____

Checking Account Balance on hand this report	\$ _____
Savings Accounts	+\$ _____
Certificates of Deposits	+\$ _____
Total Funds	=\$ _____

The minutes of all meeting have been duly recorded and filed. All IRS forms have been filed and accepted by the IRS.

Council Member #1

Council Member #2

Council Member #3

INSTRUCTIONS FOR COMPLETION OF FORM D04 - ANNUAL DEPT. TREASURER'S REPORT

THIS FORM IS AN ANNUAL REPORT TO THE NATIONAL ON YOUR DEPARTMENT FINANCES AND FILLING OF YOUR REQUIRED IRS PAPERWORK.

THE DEPARTMENT MUST SUBMIT ONE (1) COPY OF FORM D04 TO THE NATIONAL TREASURER WITH ALL SUPPORTING PAPERWORK (LAST STATEMENT FROM YOUR BANK AND YOUR APPROVED 990-N FILLING FROM THE IRS).

THE DEPARTMENT SHOULD RETAIN A COPY. THIS SHOULD INCLUDE A COPY OF YOUR LAST BANK STATEMENT AND 990-N FILLING FROM THE IRS.

OLD FORMS PLEASE USE CURRENT EDITIONS OF THE FORMS; THIS WILL MAKE THE JOB AT THE DEPARTMENT AND NATIONAL SO MUCH EASIER. YOU CAN LOCATE THE FORMS ON THE NATIONAL AUXILIARY WEBSITE: [HTTP://WWW.ASUVCW.ORG](http://www.asuvcw.org).