



Check list for annual filing reporting

Board of Directors Current listing of Board with names, titles address, contact number and term elected	
Cover Letter Outlining the amount of funds hoping to raise and proposed use	
Operating Budget Proposed revenue & expenditures for entire operation	
Financial Statement Financial statement for the entire operation	
Sports Organizations Athlete Listing of athlete’s names & birthdates	
Receipt and use of proceeds Listing of revenue and expenses	
Compliance Report Statement of compliance	

Report your annual filing to the Clerk/Treasurer within 180 days of your organizations fiscal year.