



Nova Scotia/Nunavut Command  
The Royal Canadian Legion

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## All Branch Mail Out #108

**Date:** December 1, 2023

**TO:** NS/NU Branches  
NS/NU Executive Council  
NS/NU Zone Commanders  
NS/NU Past Presidents  
NS/NU Command Staff

**From:** Comrade Craig Hood, CD  
Executive Director  
NS/NU Command, RCL

**Subject:** Branch Status Report Poppy Trust Fund - Reminder

### Message:

Comrades: Please be advised as per ABMO#48 the Branch Poppy Trust Fund Report Form is available online only and can be downloaded at the following link: [200837\\_branch-status-report.pdf \(legion.ca\)](http://200837_branch-status-report.pdf(legion.ca)). A copy of the form and accompanying letter can also be found below:



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November 15, 2023

**To:** Branch President  
Branch Poppy and Remembrance Committee Chairman

**From:** Craig Hood, CD  
Executive Director  
NS/NU Command, RCL

**SUBJECT: ANNUAL BRANCH POPPY TRUST FUND REPORT**

Comrades:

Please note the following:

Enclosed is a copy of the Annual Branch Poppy Trust Fund Report.

This report covers the period of January 1<sup>st</sup> 2023 to December 31<sup>st</sup> 2023.

The Report must be thoroughly completed with expenses and disbursements itemized and attached where noted.

This report is to be submitted directly to NS/NU Command Office to be received no later than January 31, 2024.

Branch Secretaries are to ensure that the Branch President and Poppy and Remembrance Committee Chairman are given a copy of this memo with the Poppy Trust Fund Report form.

cc NS/NU Command Executive Council  
NS/NU Command Zone Commanders

# Branch Status Report Poppy Trust Fund

## Rapport de filiale sur l'état du Fonds en fidéicommis du Coquelicot



Please print / En lettres moulées S.V.P.

FOR THE YEAR / POUR L'ANNÉE DE <b>1 JAN. - 31 DÉC.</b>	BRANCH / FILIALE	COMMAND / DIRECTION	COMPLETED / EN DATE DU			
			DAY / JOUR	MO.	YEAR / ANNÉE	

### OPENING BALANCE / SOLDE D'OUVERTURE

<b>A</b>	BALANCE IN BRANCH POPPY TRUST FUND BANK ACCOUNTS AS OF 1 JAN./ SOLDE DANS LES FONDS DU COQUELICOT DE FILIALE EN DATE DU 1 <sup>ER</sup> JAN.	YEAR / ANNÉE	<input type="text"/>	<input type="text"/>	(A)
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<b>B</b>	INCOME FROM CAMPAIGN AND ALL OTHER SOURCES/ REVENUS DE LA CAMPAGNE ET AUTRES SOURCES		<input type="text"/>	<input type="text"/>	(B)
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<b>C</b>	<b>SUB TOTAL / SOUS-TOTAL</b>		<b>A + B = C</b>	<input type="text"/>	<input type="text"/>	(C)
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### D CAMPAIGN EXPENSES / DÉPENSES DE LA CAMPAGNE

1.	POPPIES AND WREATHS / COQUELICOTS ET COURONNES	<input type="text"/>	<input type="text"/>	(D1)
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2.	PROMOTIONAL MATERIAL / MATÉRIEL PUBLICITAIRE	<input type="text"/>	<input type="text"/>	(D2)
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3.	STAMPS / TIMBRES	<input type="text"/>	<input type="text"/>	(D3)
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4.	ADVERTISING IN LOCAL PAPERS / PUBLICITÉ LOCALE	<input type="text"/>	<input type="text"/>	(D4)
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5.	OTHER LOCAL EXPENSES (Attach breakdown expenses related to the Poppy Campaign) As authorized by Article XI of the General ByLaws and Article 402 of the Poppy Manual AUTRES DÉPENSES LOCALES (Joindre une distribution des dépenses liées à la Campagne du Coquelicot) Autorisées conformément à l'Article XI des Statuts généraux et à l'article 402 du Manuel du Coquelicot	<input type="text"/>	<input type="text"/>	(D5)
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6.	<b>SUB TOTAL / SOUS-TOTAL</b>	<b>D1 + D2 + D3 + D4 + D5 = D6</b>	<input type="text"/>	<input type="text"/>	(D6)
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### E DISBURSEMENTS / DÉBOURSEMENTS

1.	GRANTS TO VETERANS AND THEIR FAMILIES SUBVENTIONS AUX VÉTÉRANS ET LEURS FAMILLES	<input type="text"/>	<input type="text"/>	(E1)
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2.	BURSARIES / BOURSES D'ÉTUDES	<input type="text"/>	<input type="text"/>	(E2)
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3.	DONATIONS (Attach list of donations) — As authorized by Article XI of the General ByLaws DONS (Joindre liste de dons) — Autorisés conformément à l'Article XI des Statuts généraux	<input type="text"/>	<input type="text"/>	(E3)
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4.	PROVINCIAL ASSESSMENT / COTISATION PROVINCIALE	<input type="text"/>	<input type="text"/>	(E4)
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5.	YOUTH EDUCATION PROGRAM / PROGRAMME D'ÉDUCATION DE LA JEUNESSE	<input type="text"/>	<input type="text"/>	(E5)
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6.	<b>SUB TOTAL / SOUS-TOTAL</b>	<b>E1 + E2 + E3 + E4 + E5 = E6</b>	<input type="text"/>	<input type="text"/>	(E6)
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<b>F</b>	<b>TOTAL EXPENSES &amp; DISBURSEMENTS / TOTAL DES DÉPENSES ET DÉBOURSEMENTS</b>	<b>D6 + E6 = F</b>	<input type="text"/>	<input type="text"/>	(F)
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### CLOSING BALANCE / SOLDE DE FERMETURE

<b>G</b>	BALANCE IN BRANCH POPPY TRUST FUND BANK ACCOUNTS AS OF 31 DEC./ SOLDE DU FONDS EN FIDÉICOMMIS DU COQUELICOT DE FILIALE EN DATE DU 31 DÉC.	YEAR / ANNÉE	<input type="text"/>	<input type="text"/>	<b>C - F = G</b>	<input type="text"/>	<input type="text"/>	(G)
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<b>H</b>	BALANCE IN POPPY TRUST INVESTMENTS AS OF 31 DEC./ VALEUR DES PLACEMENTS DU COMPTE DU COQUELICOT EN DATE DU 31 DÉC.	YEAR / ANNÉE	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	(H)
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<b>I</b>	BALANCE OF ALL BRANCH POPPY TRUST FUNDS AS OF 31 DEC./ SOLDE DE TOUS LES FONDS EN FIDÉICOMMIS DU COQUELICOT DE FILIALE EN DATE DU 31 DÉC.	YEAR / ANNÉE	<input type="text"/>	<input type="text"/>	<b>G + H = I</b>	<input type="text"/>	<input type="text"/>	(I)
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The undersigned certify that the above statement of income, expenses and disbursements of Poppy Trust Funds is correct.  
Les soussignés certifient que ce relevé des revenus, des dépenses et des déboursements des fonds en fidéicommis du Coquelicot est correct.

POPPY CHAIR  
PRÉSIDENT DU COMITÉ DU COQUELICOT : \_\_\_\_\_

BRANCH PRESIDENT  
PRÉSIDENT DE LA FILIALE : \_\_\_\_\_