



Nova Scotia/Nunavut Command  
The Royal Canadian Legion

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## **All Branch Mail Out #15 - 2018**

**Date:** March 12, 2018

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

**From:** Comrade Donna McRury,  
Treasurer NS/NU Command

**Subject:** Branch Monthly Financial Report Form

**Message:** Comrades: Please find attached/enclosed the Branch Monthly Financial Report Form formally approved for use by Executive Council in February. Should clarification or further information be required please feel free to contact me via e-mail at: [donnamcrury@msn.com](mailto:donnamcrury@msn.com)

Nova Scotia/Nunavut Command, Royal Canadian Legion

Branch Monthly Financial Report

Please submit to Command by the 21<sup>st</sup> of the following month

Month: \_\_\_\_\_ Year: \_\_\_\_\_

Branch Name: \_\_\_\_\_ Branch Number \_\_\_\_\_

**End of the month closing balances**

**Expenses for the month**

General: \_\_\_\_\_

Salaries (including CRA) \_\_\_\_\_

L.A. General (optional): \_\_\_\_\_

Utilities (heat, lights, water, phone) \_\_\_\_\_

Bingo: \_\_\_\_\_

General Donations: \_\_\_\_\_

Sports: \_\_\_\_\_

Bar: \_\_\_\_\_

Building: \_\_\_\_\_

Mortgage: \_\_\_\_\_

VLT: \_\_\_\_\_

Other loans: \_\_\_\_\_

Line of credit owing: \_\_\_\_\_

Insurance: \_\_\_\_\_

Additional accounts: \_\_\_\_\_

Entertainment: \_\_\_\_\_

Investments (GIC): \_\_\_\_\_

Building maintenance: \_\_\_\_\_

Poppy Trust Fund: \_\_\_\_\_

Poppy Fund Expended: Assistance: \_\_\_\_\_

Bursary.: \_\_\_\_\_

Misc./Order: \_\_\_\_\_

**Other expenses over \$500.00**

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**District/Zone Comments:**

Branch Treasurer: \_\_\_\_\_

Branch President: \_\_\_\_\_