



Nova Scotia/Nunavut Command  
The Royal Canadian Legion

61 Gloria McCluskey Avenue  
Dartmouth, Nova Scotia B3B 2Z3

Tel: 902-429-4090

Fax: 902-429-7481

Email: [info@ns.legion.ca](mailto:info@ns.legion.ca)

[ns.legion.ca](http://ns.legion.ca)

## **All Branch Mail Out # 79**

**Date:** October 19, 2022

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

**From:** Valerie Mitchell-Veinotte  
Executive Director  
NS/NU Command, RCL

**Subject:** Poppy Trust Fund Report Reminder

**Message:** Comrades: See attached memo.



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June, 2022

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

**From:** Valerie Mitchell-Veinotte  
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.

Please be advised that the Poppy Trust Fund year is now January 01 – December 31.

For this current report, in order to accommodate the change, the reporting period is to include October/November/December 2021 in addition to the January 01-December 2022 period.

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 not later than March 15, 2023.

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<br><b>1 OCT. 2021 - 31 DÉC. 2022</b> | BRANCH / FILIALE | COMMAND / DIRECTION | COMPLETED / EN DATE DU |     |              |
|   |                  |                     | DAY / JOUR             | MO. | YEAR / ANNÉE |

### OPENING BALANCE / SOLDE D'OUVERTURE

**A** BALANCE IN BRANCH POPPY TRUST FUND BANK ACCOUNTS AS OF 1 OCT./  
SOLDE DANS LES FONDS DU COQUELICOT DE FILIALE EN DATE DU 1<sup>ER</sup> OCT. YEAR / ANNÉE   (A)

**B** INCOME FROM CAMPAIGN AND ALL OTHER SOURCES/  
REVENUS DE LA CAMPAGNE ET AUTRES SOURCES   (B)

**C** SUB TOTAL / SOUS-TOTAL **A + B = C**   (C)

### D CAMPAIGN EXPENSES / DÉPENSES DE LA CAMPAGNE

1. POPPIES AND WREATHS / COQUELICOTS ET COURONNES   (D1)

2. PROMOTIONAL MATERIAL / MATÉRIEL PUBLICITAIRE   (D2)

3. STAMPS / TIMBRES   (D3)

4. ADVERTISING IN LOCAL PAPERS / PUBLICITÉ LOCALE   (D4)

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   (D5)

6. SUB TOTAL / SOUS-TOTAL **D1 + D2 + D3 + D4 + D5 = D6**   (D6)

### E DISBURSEMENTS / DÉBOURSEMENTS

1. GRANTS TO VETERANS AND THEIR FAMILIES  
SUBVENTIONS AUX VÉTÉRANS ET LEURS FAMILLES   (E1)

2. BURSARIES / BOURSES D'ÉTUDES   (E2)

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   (E3)

4. PROVINCIAL ASSESSMENT / COTISATION PROVINCIALE   (E4)

5. YOUTH EDUCATION PROGRAM / PROGRAMME D'ÉDUCATION DE LA JEUNESSE   (E5)

6. SUB TOTAL / SOUS-TOTAL **E1 + E2 + E3 + E4 + E5 = E6**   (E6)

**F** TOTAL EXPENSES & DISBURSEMENTS / TOTAL DES DÉPENSES ET DÉBOURSEMENTS **D6 + E6 = F**   (F)

### CLOSING BALANCE / SOLDE DE FERMETURE

**G** 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   **C - F = G**   (G)

**H** BALANCE IN POPPY TRUST INVESTMENTS AS OF 31 DEC./  
VALEUR DES PLACEMENTS DU COMPTE DU COQUELICOT EN DATE DU 31 DÉC. YEAR / ANNÉE   (H)

**I** 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   **G + H = I**   (I)

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 : \_\_\_\_\_