



Nova Scotia/Nunavut Command
The Royal Canadian Legion

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All Branch Mail Out #48

Date: May 6, 2026

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

From: Comrade Harry Jackson
1st Vice President/**Finance Chair**
Nova Scotia/Nunavut Command, **RCL**
Annual Financial Review Report Guidelines

Subject:

Message: Comrades: Further to ABMO #47
[ABMO-47-2026-Annual-Financial-Review-Report.pdf](#)
please see attached a checklist/guide that can be used to assist branches when completing the Annual Financial Review Report. If your branch is already conducting an Annual Financial Review please submit a copy to NS/NU Command either via email: admin@nsnulegion.ca or by mail to:
61 Gloria McCluskey Avenue,
Dartmouth, NS B3B 2Z3

ANNUAL FINANCIAL REVIEW REPORT

The Standardized Branch Bylaws require as per Article 1601 (3) that:
An annual financial review report be completed within one hundred and twenty (120) days following the end of the fiscal year and that the report be submitted to NS/NU Command – this Article fulfills the requirements of ARTICLE 616 of The General Bylaws:

GENERAL BYLAW

FINANCIAL REVIEW COMMITTEE 616:

- a.** A branch shall ensure a Financial Review Committee examines the accounts of the branch.
- b.** The Financial Review Committee of a branch need not be chartered accountants and may or may not be members, but shall not be members of the executive committee of the branch or employees of the Legion or organization thereof.
- c.** The report of the Financial Review Committee shall be submitted within three months following the end of the fiscal year, or such other period as may be approved by Provincial Command.

STANDARDIZED BRANCH BYLAWS

<https://ns.legion.ca/standardized-branch-bylaws/>

ARTICLE XVI

BRANCH DOCUMENTATION TO COMMAND

1601. The Branch is responsible to submit the following documentation to Command:

- (1) An annual review and necessary adjustments to Annex A, if any, by the end of June;
- (2) A Branch Executive Information form within thirty (30) days of taking office.
- (3) An annual financial review report completed within one hundred and twenty (120) days following the end of the fiscal year;
- (4) A monthly financial report within forty-five (45) days of the end of each month;
- (5) The annual Branch Status Poppy Fund Report, due into Command by January 31st.