

**United Daughters of the Confederacy®**  
**Texas Division Annual Financial Report**  
**501(c)(3) Required Form for UDC Chapters and Districts**  
**September 1, 2010 to August 31, 2011**

This form must be completed annually by each UDC Chapter and District and an original and two copies must be submitted to the Division Treasurer each year by October 31. Keep a copy in the Chapter/District files for at least 6 years. The Division Treasurer will send the original Chapter/District reports to the Business Office and one copy to the Treasurer General annually by November 30 and will keep the copies in the Division files for at least 6 years. The report must cover the September 1 through August 31 timeframe even though the Chapter/District may have a different fiscal year.

Chapter/District Name/Number/City \_\_\_\_\_  
 Chapter/District Employer Identification Number (EIN) \_\_\_\_\_  
 Chapter President/District Chairman Name \_\_\_\_\_  
 Chapter/District Treasurer Name \_\_\_\_\_  
 Chapter/District Treasurer Address \_\_\_\_\_

\*Chapter/District Treasurer Signature \_\_\_\_\_

**Beginning Balance on September 1, 2010** \$ \_\_\_\_\_

Total cash assets including checking account, savings account, all other accounts, investments, etc.  
 (Note: Beginning balance must match ending balance on the preceding years' report with the exception of 2008 report with one month overlap.)

**Revenue**

Dues (including Division/General per capita tax) \$ \_\_\_\_\_  
 UDC Magazine subscriptions \$ \_\_\_\_\_  
 Contributions and Gifts \$ \_\_\_\_\_  
 Investment Income \$ \_\_\_\_\_  
 Other (e.g., fundraising, sale of assets; list and describe on reverse) \$ \_\_\_\_\_

**Total Revenue (add)** \$ \_\_\_\_\_

**Expenses**

Division per capita tax \$ \_\_\_\_\_  
 General per capita tax \$ \_\_\_\_\_  
 Operating expenses (e.g., postage, printing, supplies, safe deposit box) \$ \_\_\_\_\_  
 Contributions (e.g., Division and General funds, other non-profit groups) \$ \_\_\_\_\_  
 Scholarships \$ \_\_\_\_\_  
 UDC Magazine Subscriptions \$ \_\_\_\_\_  
 Other (list and describe on separate page) \$ \_\_\_\_\_

**Total Expenses (subtract)** \$ \_\_\_\_\_

**Ending Balance on August 31, 2011** \$ \_\_\_\_\_  
**(Beginning Balance, plus revenue minus expenses)**

1. This form may be photocopied. Use additional sheets if necessary.
2. List on reverse and explain any restricted/designated funds (i.e., scholarship funds)
3. Enclose copy of IRS Form 990 or Form 990 EIN Postcard.
4. If your chapter/district owns land, buildings, historical collections, or other significant assets please list and briefly explain on the reverse side of this form.
5. Send Original plus 2 copies to Division Treasurer by October 31, 2011.
6. Keep a copy for your chapter/district.

\*Please ensure that the treasurer signs this form (see above)