



2016-2017 CHAPTER & DEPARTMENT FINANCE REPORT

REPORTING PERIOD: 1 MAY 2016 THROUGH 30 APRIL 2017

CHAPTERS & DEPARTMENTS MUST SUBMIT SEPARATE REPORTS. OPEN FORM ON WEBSITE, TYPE INFO, PRINT FORM, OBTAIN THREE SIGNATURES*, SUBMIT WITH 990 FILING RECEIPT AND PROPERTY LIST. THIS FORM WILL CALCULATE THE TOTALS FOR YOU, DO NOT USE DOLLAR SIGNS OR COMMAS WHEN TYPING IN MIDDLE SECTION.

DEPARTMENT OR CHAPTER NAME AND NUMBER _____

LOCATION (CITY/STATE) _____

FEDERAL TAX ID NUMBER (REQUIRED!) _____ - _____

DEPARTMENT OR CHAPTER BANK(S) NAME AND ACCOUNT# _____

(USE BACK OF FORM IF NECESSARY)

DEPARTMENT OR CHAPTER ACCOUNTS	<u>GENERAL</u>	<u>WELFARE</u>	<u>TOTAL</u>
1. BALANCE AT START OF REPORTING PERIOD:			
2. INCOME DURING REPORTING PERIOD:			
3. TOTAL OF LINES 1 AND 2:			
4. EXPENDITURES DURING REPORTING PERIOD:			
5. <i>BALANCE AT END OF REPORTING PERIOD</i>			
6. RESERVES HELD BY CHAPTER : (CDS, ETC.)			

7. WHAT IS THE VALUE OF YOUR REAL ESTATE AND OTHER PROPERTY? \$ _____

8. ARE YOU INCORPORATED? YES NO

9. DO YOU HAVE YOUR OWN BYLAWS? YES NO

10. DID YOU AWARD YOUR OWN SCHOLARSHIP? YES \$ _____ NO

*FINANCE OFFICER (PRINT) SIGNATURE DATE

*CHAP TRUSTEE OR DEPT AUDIT CHAIRMAN (PRINT) SIGNATURE DATE

*COMMANDER (PRINT) SIGNATURE DATE

SUBMIT WITH TWO ATTACHMENTS: (1) IRS FORM 990 FILING RECEIPT
(2) REAL ESTATE AND OTHER PROPERTY LIST

CHAPTERS: **SUBMIT FORM TO MOPH HEADQUARTERS NO LATER THAN 31 MAY 2017**
SEND ONE (1) COPY TO YOUR DEPT FINANCE OFFICER. KEEP ONE (1) COPY FOR YOUR RECORDS.

DEPARTMENTS: **SUBMIT FORM TO MOPH HEADQUARTERS NO LATER THAN 15 JUNE 2017**
KEEP ONE (1) COPY FOR YOUR RECORDS.

MOPH ADDRESS: **MILITARY ORDER OF THE PURPLE HEART** **5413-B BACKLICK RD., SPRINGFIELD, VA 22151**
PHONE: 703-642-5360 FAX: 703-642-1841 **EMAIL: MEMBERSHIP@PURPLEHEART.ORG**