



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**