



CORS Section Annual Report

This report must be submitted to the CORS Treasurer by **May 31st** each year in order to receive funding. Missed submissions will not be retroactively funded.

All fields must be completed. This form (preferably as a pdf) and a copy of your section's bank balance showing the balance as of March 31st must be submitted to Treasurer@cors.ca

Section Name as per Bank Account

**Mailing Address for Shares Cheque
(Including recipient's name)**

Annual Report Checklist

On this form:

- Mailing address included and complete
- Section Officers listed
- Past year's activity reported
- Past year's expenses reported → Total expenses: \$
- Coming year's activity reported
- Coming year's budget reported → Total anticipated expense: \$

Accompanying this form:

- Bank statement showing bank balance as of **March 31st** → Balance: \$

Our Section Agrees to the following conditions of funding:

- We will place the CORS logo with a link to the national website (www.cors.ca) and a sentence (e.g., "CORS is a proud sponsor of this event") on each announcement of any events (e.g., on posters, in emails, on webpages)
- We will place a physical sign (e.g., printed poster) with the CORS logo and a title (e.g., "Event Sponsor")
- We will thank CORS at the beginning and/or at the end of the event for its sponsorship.
- We will place the CORS logo and a link to the website (www.cors.ca) on our website.
Or not applicable; we do not have a section website.



Use as many lines as needed in each of the sections below to provide a fulsome report.

Section Officers

Position	Name

Past Year Activity Report

Date(s)	Activity Description (use as many lines as needed)	Cost to Section
Other Expenses (total)*:		
Total Section Expenses for the year:		

*If large amounts (>\$100), provide explanations:

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Coming Year Activity Plan & Budget

Month (if known)	Activity /Expense Description (use as many lines as needed)	Amt. Budgeted
Total Budgeted Expenses for the year:		