



# Annual Financial Report and Worksheet

For IRS Section 501(c)(3) Organizations

**For Year End December 31st:** Required each year by May 15th, to maintain your club's 501(c)(3) status. Form must be signed by President and Secretary. Both pages must be submitted to AVA Headquarters.

Club Name: \_\_\_\_\_ AVA #: \_\_\_\_\_

Official Club Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Treasurer: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Email: \_\_\_\_\_

1. The financial report for **fiscal year ending December 31, 20**\_\_\_\_\_, is summarized as follows:

GROSS INCOME	\$ _____
GROSS EXPENSES	\$ _____
NET GAIN / LOSS	\$ _____

2. IRS Form 990 was filed and a copy is attached.

Indicate reason for filing:

\_\_\_\_\_ This is the first year under Group Exemption and IRS Form 990 is required.

\_\_\_\_\_ This fiscal year gross receipts exceeded \$50,000.

\_\_\_\_\_ The IRS sent Form 990 even though gross receipts were less than \$50,000.

\_\_\_\_\_ The gross receipts were less than \$50,000, club must file a 990N annually (E-Postcard).

A confirmation copy sent to AVA by mail, fax or email is required.

Or

\_\_\_\_\_ Club is under another entity's group exemption.

Name of Entity \_\_\_\_\_

3. The undersigned affirms that the club is in good standing with the AVA, is a non-profit organization, and has continued to comply with all requirements for inclusion under the AVA Group Exemption as stated in AVA Policy 1.02 and IRS Section 501(c)(3), Internal Revenue Code. Clubs EIN# is: \_\_\_\_\_

President Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Secretary Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Mail to:**

AVA HQ, 1001 Pat Booker Rd, Suite 101, Universal City, TX 78148-4147

**Fax:** 210-659-1212 **Email:** [Marian@ava.org](mailto:Marian@ava.org)



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Show negative amount in ( ). Use decimals in each column including zeros.

## GROSS INCOME

Club Member Dues	\$ _____
Donations	\$ _____
Event Fees	\$ _____
Fund Raisers	\$ _____
Sales	\$ _____
Other	\$ _____
<b>TOTAL GROSS INCOME</b>	<b>\$ _____</b>

## GROSS EXPENSES

AVA Annual Dues	\$ _____
AVA Sanction Fees	\$ _____
AVA Participation Fees	\$ _____
Inventory Purchases	\$ _____
Donations	\$ _____
Administrative Supplies	\$ _____
Event Supplies	\$ _____
Miscellaneous Expenses	\$ _____
State Association Dues & Fees	\$ _____
<b>TOTAL GROSS EXPENSES</b>	<b>\$ _____</b>

**NET (INCOME – EXPENSE)** \$ \_\_\_\_\_

Show negative amount in ( ). Use decimals in each column including zeros.

Beginning Bank Balance	\$ _____
<b>Deposits &amp; Additions +</b>	<b>\$ _____</b>
Checks-Cash & Deductions -	\$ _____
<b>Ending Bank Balance</b>	<b>\$ _____</b>
Total Value of Other Accounts (CDs, Savings, Secondary Checking)	\$ _____

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