

# ANNUAL IRS FINANCIAL REPORT EXEMPT FROM INCOME TAX

for Tax Year Ending \_\_\_\_\_

Assembly Name	Assembly #

## CHECK LIST AND COVER SHEET

All items listed below **MUST** be provided with the Annual IRS Financial Report

This checklist

\_\_\_\_\_ The preparer's initials in the box that she/he has read the  
initials instruction page.

- Annual IRS Financial Report -- Page 1.
- Annual IRS Financial Report -- Page 2.
- Annual RECAP of Interest, Dividend and Investment Incomes
- Donation Summary Report
- Project Fundraiser Year End Summary
- Bank Statements: Checking and Savings ending Dec. 31 and Year End CD Statement for each CD account
- Investment Accounts (stocks) Year End Statement, Dec. 31
- Year End Special Closing Form and Deposit Slip(s)