



**AMERICAN LEGION AUXILIARY**

Department of Georgia  
3035 Mt. Zion Rd  
Stockbridge, GA 30281-4101  
(678) 289-8446 FAX (678) 289-9496  
Email: amlegaux@bellsouth.net

**DISTRICT #** \_\_\_\_\_

**UNIT #** \_\_\_\_\_

Poppies Ordered \_\_\_\_\_

Prepaid \_\_\_\_\_

Owe \_\_\_\_\_

**Department Poppy Financial Report – Year 2017-2018**

**Due: December 15, 2017 for November Distribution**

**Due: June 15, 2018 for May Distribution**

**Department Obligation** – Each Unit must file a Poppy Financial Report whether or not a profit was made. A Financial Report must be filed for each month poppies were distributed. A Unit not distribution poppies must also file a report. Failure to comply shall disqualify a unit from convention representation.

**25% of Receipts from Poppy Distribution** (A separate check must be issued) (Use workspace below to determine total.) If you distribute poppies in November the report & proceeds are to be sent in by December 15<sup>th</sup>, for May the report & 25% of proceeds need to be sent in by June 15<sup>th</sup> to the Department Office. If the Unit distributes both Months follow the procedures above.

Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_

Total amount received for poppies offered	\$
Less cost paid to Department	- (No other expenses may be deducted)
Equals Net Receipts	
25% of Net (multiply net above by .25)	- (Place this figure above)
75% of net retained by Unit	\$

**Information Regarding Distribution**

**Month - November May**

Total Number of Poppy Workers \_\_\_\_\_ Seniors \_\_\_\_\_ Juniors \_\_\_\_\_ Others \_\_\_\_\_

Total Offered \_\_\_\_\_ Total Held for Other Purposes \_\_\_\_\_

Signatures (**Must be in Ink**)

Unit Poppy Chairman \_\_\_\_\_ Unit Treasurer \_\_\_\_\_

Unit President \_\_\_\_\_ Date \_\_\_\_\_

**Mail to Department Headquarters with Payment of 25% of Net  
3035 Mt. Zion Rd., Stockbridge, GA 30281**