



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 _____

Poppy Financial Report – Year 2017-2018

Due: December 31, 2017 for November Distribution

Due: June 10, 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 15th, for May the report & 25% of proceeds need to be sent in by June 15th 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**