 <div style="display: inline-block; vertical-align: middle;"> <b>ANNUAL FINANCIAL STATEMENT</b>  <small>Arizona's Premier Active Adult Golf Community</small> </div>		<b>Club:</b> 0	
		<b>Location:</b>	
		<b>Reporting Period:</b> From: 1/1/2022 To: 12/31/2022	
<b>CURRENT YEAR INCOME</b>		<b>CURRENT YEAR OPERATING EXPENSES &amp; EQUIPMENT PURCHASES</b>	
(1) SALE OF SUPPLIES	\$ -	(14) COST OF SUPPLIES SOLD (From Page 4 line 12)	\$ -
(2) MEMBERSHIP DUES (From page 3 line 9)	-	(15) OPERATING SUPPLIES (Club Operating Supplies & Services)	
(3) INSTRUCTION FEES COLLECTED	-	(16) EQUIPMENT PURCHASES	
(4) REGISTRATION / ADMISSION FEES COLLECTED		(17) EQUIPMENT MAINTENANCE / REPAIRS	
A. FOR REGULAR EVENTS / TOURNAMENTS	-	(18) FACILITY MAINTENANCE (Requires Contract)	
B. SPECIAL EVENTS	-	(19) ENTERTAINMENT EXPENSES:	
(5) LOCKER FEES COLLECTED	-	(A) PERFORMERS CHARGE	
(6) CONTRIBUTIONS / GIFTS RECEIVED (See Limitations in Instructions)	-	(B) MEALS	
(7) PRIZE MONIES COLLECTED	-	(C) PICNICS / TRIPS	
(8) MONIES COLLECTED FOR PARTIES, PICNICS, ETC.	-	(D) EQUIP / RENTAL ETC.	
(9) INCOME FROM CRAFT FAIR SALES (From Page 4 line 6)	-	TOTAL ENTERTAINMENT EXPENSE (Add 19A to 19D)	-
(10) INTEREST INCOME	-	(20) CONTRACTOR / INSTRUCTOR FEES PAID OUT	
(11) OTHER INCOME:		(21) PRIZE MONEY PAID OUT	
		(22) AWARDS	
		(23) OTHER EXPENSES:	
(12) TOTAL INCOME (Add lines 1 through 11)	\$ -	(24) TOTAL EXPENSES (Add lines 14 through 23)	\$ -
PREPARED BY (include contact phone number):		(25) NET INCOME (LOSS) FOR YEAR (Line 12 less Line 24)	\$ -
AUDITED BY (include contact phone number):		CLUB PRESIDENT (include contact phone number):	

## CR-7 ANNUAL FINANCIAL STATEMENT

### PREPARATION INSTRUCTIONS

These financial statements are provided to assist you in preparing financial data required by the Chartered Clubs Rules, Regulations, and Procedures. It is imperative that all Clubs maintain accurate membership and financial records. Therefore, we ask that you complete these forms with care, and that you sign and have them audited by a non-officer Club member, when completed.

Information for financial statement line items:

#### PAGE 1 - INCOME & EXPENSES

Line #	
1	Sale of Supplies - Enter all sales of supplies to members
2	Membership Dues Collected - Complete the reconciliation of Membership Dues (Page 3) and this amount will pull from line 9 of page 3
3	Instruction Fees Collected - Enter the total amount of fees collected from members and guests for instructional classes
4	Registration / Admission Fees Collected - 4A - Enter fees collected for regular events / tournaments (Club members and their guests) 4B - Enter fees collected for Special events (Club members and their guests) A special event is an event that is outside of and additional to the Clubs regularly scheduled events. As established by the Governing Board, the Clubs will pay the Association the cost of any extra labor and/or supplies that may be needed for the events. These costs could be entered in the expense column under (23) Other
5	Locker Fees Collected - Enter all rental fees collected for providing storage space
6	Contributions / Gifts Received - Enter all contributions and gifts received from members and outside sources. Please list contributors or attach a schedule ( <i>Must not exceed 35 percent of gross receipts</i> )
7	Prize Monies Collected - Enter total amount collected
8	Monies Collected for Parties, Picnics, etc - Enter amount collected for Club parties, picnics, etc.
9	Income from Craft Fair Sales - Complete the reconciliation of Village Store and Craft Fair Sales (Page 4) and this amount will pull from line 6 of page 4
10	Interest Income - Enter interest received from any interest bearing accounts
11	Other Income - Enter income from sources not included in lines 1-10
12	Total Income - The sum of lines 1-11
14	Cost of Supplies - Complete the reconciliation of Inventory and Cost of Supplies (page 4) and this amount will pull from line 12
15	Operating Supplies - Enter any expenses incurred by your Club for supplies, postage, telephone, coffee, etc. If separation is desired, individual items can be listed in line 23 (Other expenses)
16	Equipment Purchases - Enter the total amount spent for the purchase of equipment, new or replacement.
17	Equipment Maintenance / Repairs - Enter the amount of expenses incurred for repair & maintenance
18	Facility Maintenance - Enter the amount of expenses incurred for upkeep of the facility, must be requested through the office of the Recreation Activities Manager.
19	Entertainment Expenses - Enter the expenses for the benefit of its members and guests. Enter total of all categories listed separately on line for "Total Entertainment Expenses."
20	Contractor/Instructor Fees Paid Out - Enter the amount paid to individuals or companies, under Contract for Services / Independent Contractor Agreement, for services provided to Club members and/or guests Please note that any individual / company receiving \$600 or more for the year need to be issued a 1099-MISC
21	Prize Money Paid Out - Enter the amount of prize money paid out
22	Awards - Enter the expenses incurred as a result of someone's special recognition (Not monetary)
23	Other Expenses - Enter expenses not included in lines 14-22
24	Total Expenses - The sum of lines 14-23
25	Total Net Income (Loss) - Total Income (line 12) less Total Expenses (line 24)

## CR-7 ANNUAL FINANCIAL STATEMENT

### PREPARATION INSTRUCTIONS

#### PAGE 2 - BALANCE SHEET & RECAPS

Income/Expense Summary - Once Page 1 is completed, these amounts will pull from lines 13 and 24

27	Balance Sheet / Statement of Net Worth - Populate the Previous Year column with the amounts from your prior year CR-7. Enter Balance Sheet amounts for current year. Enter the inventory values (if applicable)
28	<p>Membership Summary and Dues Recap - Complete the Reconciliation of Membership Dues (Page 3) - all numbers in this section pull from Page 3</p> <p>The numbers must be equal to the corresponding numbers on Page 3. On line 28A enter the total number of members at the end of last year (from Page 3 line 1a), on line 28B enter the number of new members (Page 3 line 4 &amp; 5), on line of 28C enter the number of members that did not renew their membership this year (Page 3 line 6), line 28D is the sum of the first line plus the second line, less the third line. This total must equal the total on Page 3 line 8. On the last line of 28 enter the amount charged for a full membership.</p>
29	Reconciliation of Net Worth - This section will pull values from other sections to ensure the net income / loss for the current year reconciles to the change in net worth



## Checklist for Financial Report - Form CR-7


Club Name: \_\_\_\_\_

Year: 2022


This check list must accompany Form CR-7 when it is turned in to the Recreation Activities Manager

- ☐ Complete Club Name and Reporting Period on Page 1 (all pages if using PDF version)
- ☐ Include Bank Statements for November & December or December & January reconciled to Balance Sheet
- ☐ Include Bank Statements for any CD's and/or Reserve Accounts
- ☐ Complete the Equipment and Simplified Inventory values on Page 2
- ☐ Obtain signatures on Page 1
- ☐ Copies of 1099 and 1096, if applicable
- ☐ Include copies of any correspondence with IRS and AZ Dept. of Revenue
- ☐ Include copies of Forms 990EZ, 990, 990T, AZ Form 99T(if 990-T filed) or 990N (or send when completed)
- ☐ Submit Checklist, Form CR-7, and backup to Recreation Activities Manager by February 15th

REMEMBER: Form CR-15 (Membership Roster) is due by February 1st


 <b>ANNUAL FINANCIAL STATEMENT</b> <small>Arizona's Premier Active Adult Golf Community</small>	Club: 0		
	Location: 0		
	Reporting Period:	From: 1/1/2022	To: 12/31/2022

INCOME / EXPENSE SUMMARY RECAP	(27) BALANCE SHEET / STATEMENT OF NET WORTH	AS OF DEC. 31 PREVIOUS YEAR	AS OF DEC. 31 REPORTING YEAR
(12) TOTAL INCOME (From Page 1 line 13) \$ -	ASSETS:		
(24) TOTAL EXPENSES (From Page 1 line 24) -	CASH ACCOUNTS:		
(25) NET INCOME / (LOSS) \$ -	(A) PETTY CASH ACCOUNT		
	(B) OPERATING BANK ACCOUNT		
	(C) SAVINGS ACCOUNTS / CD's		
	(D) EQUIPMENT RESERVE ACCOUNT		
(28) MEMBERSHIP SUMMARY & DUES RECAP	INVENTORY OF RESALE SUPPLIES ON HAND (Page 4 lines 4 & 8)		
(A) MEMBERS - BEGINNING OF YEAR (Page 3 line 1a) 0	OTHER: _____		
(B) MEMBERS ADDED (Page 3 lines 4 & 5) 0	TOTAL ASSETS	\$ -	\$ -
(C) MEMBERS DELETED (Page 3 line 6) 0			
(D) MEMBERS - END OF YEAR 0			
ANNUAL DUES PER MEMBER (Page 3 line 3) \$ -	FOR REFERENCE ONLY		
	TOTAL VALUE SHOWN ON EQUIPMENT INVENTORY LIST		
	TOTAL VALUE SHOWN ON SIMPLIFIED INVENTORY LIST		
(29) RECONCILIATION OF NET WORTH	LIABILITIES:		
NET WORTH PREVIOUS YEAR (From 27a) \$ -	(E) PRIZE MONIES PAYABLE		
NET INCOME / (LOSS) (From Page 1 line 25) -	(F) CONTRACTOR / INSTRUCTOR FEES PAYABLE		
CURRENT NET WORTH (Must equal line 27b) \$ -	(G) ACCOUNTS PAYABLE		
	(H) MEMBERSHIP DUES PREPAID	-	-
	OTHER _____		
check      ok	TOTAL LIABILITIES	\$ -	\$ -
	NET WORTH - TOTAL ASSETS LESS TOTAL LIABILITIES	27a \$ -	27b \$ -

 SUN CITY WEST <small>Arizona's Premier Active Adult Golf Community</small>		Club: 0		Location: 0		Reporting Period: From: 1/1/2022 To: 12/31/2022	
		<b>RECONCILIATION OF MEMBERSHIP DUES</b>					
				Data input		USE DATA IN THESE COLUMNS ON CURRENT YEAR REPORT	
				A	B		
Line No.	ITEM	DUES AMOUNT	NO. OF MEMBERS	NO. OF MEMBERS	DUES INCOME	PREPAID DUES*	
1a	Last Year Members (to Page 2 line 28A)			0			
1b	Last Year Prepaid Dues (to Page 2 Line 27H)					\$ -	
2	Current Year Dues Paid in Previous year	\$ -			\$ -		
3	Current Year Dues Paid in Current Year				\$ -		
4	Current Year New Members at Full Dues	\$ -		0	\$ -		
5	New Members Prorated Dues	\$ -		0	\$ -		
6	Previous Year Members Not Renewed			0			
7	Next Year Dues Paid in Current Year					\$ -	
8	TOTAL MEMBERS in Current Year (to Page 2 line 28D)			0			
9	CURRENT YEAR DUES INCOME IN CURRENT YEAR (to Page 1 line 2)				\$ -		
10	NEXT YEAR DUES COLLECTED IN CURRENT YEAR (to Page 2 line 27H)					\$ -	

\*Prepaid dues appear on the Balance Sheet. The previous year amount is added to your current year Cash Flow Revenue, and the current year Receipts of next year's dues are deducted from Revenue and placed on the current year Balance Sheet.

RECONCILE CASH BOOK	
Total dues revenue collected in Current Year (Add lines 3,4,5,7)	\$ -
Plus prepaid dues from previous Balance Sheet (Line 1b)	-
Less prepaid dues on current Balance Sheet (Line 7)	-
Net dues income for Income Statement (to Page 1 line 2)	\$ -

 <b>RECONCILIATION OF RECEIPTS FROM CRAFT FAIR SALES</b>				
Club Name: 0		Reporting Period:		
		1/1/2022 to 12/31/2022		
Line No.	ITEM	ACCOUNTS AFFECTED		
		CASH	LIABILITIES	INCOME
	<b>CRAFT FAIR SALES:</b>			
1a	Deposited Receipts from Craft Fair Sales			\$ -
1b	Less Sales Tax and Village Store Payments			-
2	Less Checks Written to Pay Members			-
3	Club's Income from Craft Fair Sales (To Page 1 Line 9)	\$ -	\$ -	\$ -

RECONCILIATION OF INVENTORY AND COST OF SUPPLIES SOLD		
Line No.	ITEM	Amount
4	Prior Year End Inventory from Balance Sheet (From Page 2 Line 27)	\$ -
5	Plus Purchases (From Your Cash Records)	
6	Inventory Received but not yet paid for (Page 2 Line 27 Liabilities. Accounts Payable. Reporting Year)	
7	Total Inventory Available For Sale (Add Lines 4 to 6)	-
8	Less Current Year Inventory on Balance Sheet (From Page 2 Line 27 Assets, Reporting Year)	-
9	Total Cost of Supplies Sold (To Page 1 Line 14)	\$ -

## BANK RECONCILIATION

For Bank Statements that end on December 31st

Ending bank balance from statement \_\_\_\_\_ a

Deposits in transit - on books, not on bank statement

Description

Amount

Total deposits in transit \_\_\_\_\_ - b

Outstanding checks - on books, not on bank statement

Description

Amount

Total outstanding checks \_\_\_\_\_ - c

Adjusted Bank Balance (a+b-c)

\$ -

Book Balance 12/31

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