



Canada Revenue
Agency

Agence du revenu
du Canada

OTTAWA ON K1A 0L5

**REGISTERED CANADIAN AMATEUR
ATHLETIC ASSOCIATION INFORMATION
RETURN**

000063

CANADIAN AMATEUR ROWING
ASSOCIATION-ASSOCIATION
CANADIENNE D'AVIRON AMATEUR
321-4371 INTERURBAN RD
VICTORIA BC V9E 2C5

Return for Fiscal Period Ending		
20	14	03
Year	Month	Day
Is this the first return filed by this association?		
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
If "No", has the fiscal period changed from the last return filed?		
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Is this the final return to be filed by this association?		
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
If "Yes", please attach an explanation.		

RECEIVED/RECU



15 100759240 RR 0001 2014-03-31 0495028

CISD



F5000003178627

address shown above is incorrect or a more permanent address can be provided, print the necessary corrections below:

ne

dress (Number, Street, Apt. No., P.O. Box or R.R. No.)

rritory

Postal code

NOTE:

To minimize the possibility of the annual mailing of the personalized Registered Canadian Amateur Athletic Association Information Return going astray, it is important that, where possible, a permanent mailing address be provided (i.e., address of the actual, physical location of the association or permanent P.O. Box number).

Instructions

1. Ensure that the name and address are correct. To correct pre-printed information on this form, please use the area provided. Any changes (except to the contact information above) must be explained in an attachment to this return.
2. Complete the boxes (above right) to indicate the end of the association's fiscal period.
3. Attach FINANCIAL STATEMENTS for the fiscal period covered by this return. These should include a statement of revenue and expenditures for the fiscal period and a statement of assets and liabilities as of the end of the fiscal period. The statements should indicate the different sources of revenue in sufficient detail to show how funds were spent or invested.
4. Attach a list of the names, addresses, and occupations or lines of business of the association's current directors.
5. Attach a list of the names and the official positions of the people who are authorized to issue official receipts for the association.
6. Attach a note that fully explains what replacement procedure is followed in the event of lost or spoiled receipts.
7. Within six months from the end of the fiscal period of the association, mail or deliver a completed return and all required documents to:

Charities Directorate
Canada Revenue Agency
Ottawa ON K1A 0L5

Information Required

1. Have any changes not previously reported been made in the association's governing documents? If yes, please attach a certified copy of the changes. Yes ☒ No ☐
2. Have complete books and records been kept (including duplicate copies of receipts) which fully substantiate all financial transactions during the fiscal period? If no, please attach an explanation. Yes ☒ No ☐
3. Please indicate the total amount for which the association issued official donation receipts in this fiscal period. \$ 53,100
4. Are the receipt forms used to acknowledge payments that are NOT gifts clearly distinguishable from official donation receipts which bear the BN/Registration Number? If no, please attach an explanation. Yes ☒ No ☐
5. Did the association issue official donation receipts showing a date in the previous calendar year for donations that were mailed or otherwise submitted after the end of the calendar year? If yes, please attach an explanation. Yes ☐ No ☒
6. Have official donation receipts been issued to acknowledge donations in a form other than cash or cheque - e.g., goods, services rendered, etc.? If yes, please attach a list of these gifts and their value as shown on the official donation receipt. Yes ☐ No ☒
7. Has any amount donated to the association been returned to the donor during the year? If yes, please attach an explanation. Yes ☐ No ☒
- 8 a. During the fiscal period, did the association accept any gifts with the express or implied condition that such gifts were to be used for the benefit of another person, club, society or association? If yes, please attach an explanation. Yes ☐ No ☒
- b. Did the association issue an official donation receipt to acknowledge such a gift? Yes ☐ No ☒ n/a

Certification

To be signed by two directors of the association

1. I, Brian Lamb of [Redacted]
Name of director whose signature appears below. (Print) Address
2. I, Donna Atkinson of [Redacted]
Name of director whose signature appears below. (Print) Address

HEREBY CERTIFY that the information given in this return and in all statements attached is, to the best of my knowledge, correct and complete.

(Note: It is a serious offense to make false or deceptive statements.)

1. Signature of Director <u>Brian Lamb</u>		Position with the Association <u>Treasurer</u>	
Home telephone number <u>[Redacted]</u>	Business telephone number <u>[Redacted]</u>	Date <u>Sept 29 / 14</u>	
2. Signature of Director <u>Donna Atkinson</u>		Position with the Association <u>CEO</u>	
Home telephone number <u>[Redacted]</u>	Business telephone number <u>[Redacted]</u>	Date <u>Sept. 26 2014</u>	

ROWING CANADA AVIRON - 2014

Members of the Board of Directors

NAME-BUSINESS	ADDRESS	PHONE NO.'S
Mike Walker, President	[REDACTED]	[REDACTED]
Jonathan (Jon) Beare, Athlete Director	[REDACTED]	[REDACTED]
Rick Crooker, Director	[REDACTED]	[REDACTED]
Matteo Cendamo, Provincial Director	[REDACTED]	[REDACTED]
Joel Finlay, Director	[REDACTED]	[REDACTED]
Brian Lamb, Director (Treasurer)	[REDACTED]	[REDACTED]
Debbie Sage, Director	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

TAX RECEIPTS POLICY

Issuing Official Receipts

All tax receipts issued by Rowing Canada Aviron are produced by either of the following:

Kimberly Bell
Finance Manager

and/or

Allyson McTavish
Finance Officer

All tax receipts are subsequently signed by either of the following:

Donna Atkinson
Executive Director

and/or

Brian Lamb
VP Administration

Lost or Damaged Receipts

CARA will provide a replacement receipt if the original was lost or damaged. The donor would write the CARA office specifying the details of the loss and requesting replacement copies. CARA would issue new receipts and specify on these receipts that this replaces the original lost or damaged receipt number. This is in accordance with Revenue Canada guidelines.

