

**Registered Canadian Amateur  
Athletic Association Information Return**

0496224  
NCR Protected B when completed  
# 110  
[Redacted]  
SALLE DU COURRIER  
R214

**Identification**

Name of association Canadian Tenpin Federation Inc	
Address 6619 193 Street ✓	
City Surrey	
Province or territory British Columbia	Postal code V4N 0C1

Return for fiscal period ending									
2	0	1	8	0	7	3	1		
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.									
File number									
BN/Registration number 125989020 R R 0001									

Is the address above the same mailing address as last year?

Yes ☐ No ☒

If no, is the address above the new mailing address?

Yes ☒ No ☐**Instructions**

Complete the Identification area.

Complete the boxes (above right) to indicate the end of the association's fiscal period.

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.

Attach a list of the names, addresses, and occupations or lines of business of the association's current directors.

Attach a list of the names and the official positions of the people who are authorized to issue official receipts for the association.

Attach a note that fully explains what replacement procedure is followed in the event of lost or spoiled receipts.

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

**Form authorized by the Minister of National Revenue.**

**Information required**

1. Have any changes not previously reported been made to 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. \$ \_\_\_\_\_
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 (confidential). 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 (confidential). Yes ☐ No ☒
- b. Did the association issue an official donation receipt to acknowledge such a gift? Yes ☐ No ☒

**Certification**

To be signed by two directors of the association.

1. I, Brian McMaster of [REDACTED]  
Name of director whose signature appears below.
2. I, Cathy Innes of [REDACTED]  
Name of director whose signature appears below. Address (confidential)

HEREBY CERTIFY that the information given in this return and in all attachments is, to the best of my knowledge, correct, complete and current. (Note: It is a serious offense under the *Income Tax Act* to provide false or deceptive information.)

1. Signature of director (confidential)

[REDACTED]

Position with the association

President

Home telephone number (confidential)

Business telephone number

Date

2. Signature of director (confidential)

[REDACTED]

Position with the association

Executive Director

Home telephone number (confidential)

Business telephone number

Date

**RCAAA:**

Personal information is collected under the authority of the Income Tax Act and is used to establish and validate the identity and contact information of directors, trustees, officers and/or like officials and authorized representatives of the organization. This information will also be used as a basis for the indirect collection of additional personal information from other internal and external sources, which includes social insurance number (SIN), personal tax information, and relevant financial and biographical information, which may be used to assess the overall risk of registration with respect to the obligations of registration as outlined in the Act and the common law. The SIN is collected pursuant to subsection 237 of the Act and is used for identification purposes.

The Canada Revenue Agency (CRA) will make this form and all attachments available to the public upon request and/or on the Charities Directorate website, except for information or data identified as confidential. Personal information may also be disclosed to the organization in question and/or its authorized representatives and other third parties pursuant to the disclosure provisions under Section 241 of the Act. Personal information may also be shared with other government departments and agencies under information-sharing agreements in accordance with the disclosure provisions under Section 241 of the Act. Incomplete or inaccurate information may result in a range of actions including suspension of tax-receipting privileges, up to and including revocation of registered status.

Information is described in Charities Program CRA PPU 200 and is protected under the **Privacy Act**. Individuals have a right of protection, access to and correction or notation of their personal information. Please be advised that you are entitled to complain to the Privacy Commissioner of Canada regarding our handling of your information.

**Notification to directors and like officials:** The CRA strongly encourages the association to voluntarily inform directors and like officials that their personal information has been collected and disclosed to the CRA for the submission of its annual information return.

☒ I confirm that I have read the Privacy statement above.

# Information Required

1. Have any changes not previously reported been made to 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. \$
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 ☐
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- 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 ☒



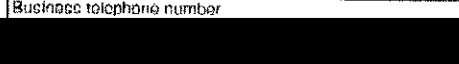
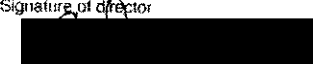

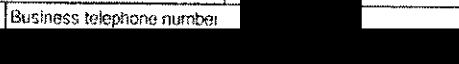
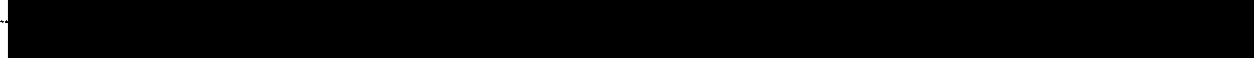
## Certification

To be signed by two directors of the association

1. I, Brian McMaster of   
Name of director whose signature appears below. (Print)

2. I, Cathy Innes of   
Name of director whose signature appears below. (Print)

HEREBY CERTIFY that the information given in this return and in all attachments is, to the best of my knowledge, correct, complete and current. (Note: It is a serious offense under the *Income Tax Act* to provide false or deceptive information.)

1. Signature of director 		Position with the association <u>President</u>	
Home telephone number 		Business telephone number 	
2. Signature of director 		Position with the association <u>Executive Director</u>	
Home telephone number 		Business telephone number 	
Date 			

Canada

Form authorized by the Minister of National Revenue

**CANADIAN TENPIN FEDERATION INC.**

**Financial Statements**

**Year Ended July 31, 2018**

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**CANADIAN TENPIN FEDERATION INC.**

**Index to Financial Statements**

**Year Ended July 31, 2018**

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## INDEPENDENT AUDITOR'S REPORT

To the Members of Canadian Tenpin Federation Inc.

We have audited the accompanying financial statements of Canadian Tenpin Federation Inc., which comprise the statement of financial position as at July 31, 2018 and the statements of revenues and expenditures, changes in net assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Canadian Tenpin Federation Inc. as at July 31, 2018 and the results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Lethbridge, Alberta

Chartered Accountants

**CANADIAN TENPIN FEDERATION INC.****Statement of Financial Position****July 31, 2018**

	2018	2017
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 58,619	\$ 65,656
Accounts receivable	5,337	7,806
Inventory (Note 3)	25,083	37,043
Goods and services tax recoverable	16,118	7,826
Prepaid expenses	19,541	9,660
	<u>124,698</u>	<u>127,991</u>
RESTRICTED FUNDS (Note 4)	190,423	168,433
PROPERTY AND EQUIPMENT (Note 5)	866	1,281
	<u>\$ 315,987</u>	<u>\$ 297,705</u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 11,242	\$ 34,855
Employee deductions payable	3,271	-
Deferred income	38,703	-
	<u>53,216</u>	<u>34,855</u>
FUNDS HELD IN TRUST (Note 6)	190,423	168,433
	<u>243,639</u>	<u>203,288</u>
NET ASSETS	72,348	94,417
	<u>\$ 315,987</u>	<u>\$ 297,705</u>

**Approved by the Board:**\_\_\_\_\_  
Director\_\_\_\_\_  
Director

**CANADIAN TENPIN FEDERATION INC.****Statement of Revenues and Expenditures****Year Ended July 31, 2018**

	2018	2017
<b>RECEIPTS</b>		
Registration fees	\$ 316,480	\$ 327,777
Grants and donations	167,292	152,532
Tournament income	79,042	83,060
Inventory sales	16,436	14,949
Miscellaneous	4,411	2,533
Coaching	-	5,716
	<u>583,661</u>	<u>586,567</u>
<b>EXPENDITURES</b>		
Wages and benefits	147,992	139,617
Awards	88,122	72,310
Team Canada	67,420	66,352
Tournaments	65,305	59,668
Travel	51,815	46,039
Gifts in kind	34,218	27,689
Memberships	28,785	35,798
High performance contract	26,000	26,000
Coaching contract	20,430	12,665
Office	14,252	11,307
Software fees	11,722	9,898
Interest and bank charges	7,210	4,633
Translation	6,788	5,938
Honorarium	6,000	6,000
Rent	5,625	13,500
Advertising and promotion	4,571	1,768
Insurance	4,512	7,092
Coaching development	4,219	12,514
Professional fees	4,200	3,850
Telephone	3,009	3,959
Utilities	2,125	5,100
Postage and courier	995	1,214
Amortization	415	680
	<u>605,730</u>	<u>573,591</u>
<b>EXCESS (DEFICIENCY) OF RECEIPTS OVER EXPENDITURES</b>	<u>\$ (22,069)</u>	<u>\$ 12,976</u>

**CANADIAN TENPIN FEDERATION INC.**

**Statement of Changes in Net Assets**

**Year Ended July 31, 2018**

	2018	2017
NET ASSETS, BEGINNING OF YEAR	\$ 94,417	\$ 81,441
EXCESS (DEFICIENCY) OF RECEIPTS OVER EXPENDITURES	(22,069)	12,976
NET ASSETS, END OF YEAR	\$ 72,348	\$ 94,417

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**CANADIAN TENPIN FEDERATION INC.****Statement of Cash Flow****Year Ended July 31, 2018**

	2018	2017
<b>OPERATING ACTIVITIES</b>		
Excess (deficiency) of receipts over expenditures	\$ (22,069)	\$ 12,976
Item not affecting cash:		
Amortization	415	680
	<u>(21,654)</u>	<u>13,656</u>
Changes in non-cash working capital:		
Accounts receivable	2,469	6,573
Inventory	11,960	8,002
Goods and services tax recoverable	(8,292)	3,429
Prepaid expenses	(9,881)	17,009
Accounts payable and accrued liabilities	(23,613)	28,295
Deferred income	38,703	-
Employee deductions payable	3,271	-
	<u>14,617</u>	<u>63,308</u>
	<u>(7,037)</u>	<u>76,964</u>
<b>FINANCING ACTIVITY</b>		
Increase (decrease) in funds held in trust	21,990	(29,045)
<b>INCREASE IN CASH FLOW</b>	<u>14,953</u>	<u>47,919</u>
<b>CASH - BEGINNING OF YEAR</b>	<u>234,089</u>	<u>186,170</u>
<b>CASH - END OF YEAR</b>	<u>\$ 249,042</u>	<u>\$ 234,089</u>
<b>CASH CONSISTS OF:</b>		
Cash	\$ 58,619	\$ 65,656
Restricted funds	<u>190,423</u>	<u>168,433</u>
	<u>\$ 249,042</u>	<u>\$ 234,089</u>

# CANADIAN TENPIN FEDERATION INC.

## Notes to Financial Statements

Year Ended July 31, 2018

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### 1. NATURE OF OPERATIONS

Canadian Tenpin Bowling Inc. was formed to support and promote the sport of tenpin bowling and is incorporated under the Societies Act of Alberta and is exempt from income taxes under the Income Tax Act.

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Basis of presentation

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

#### Cash and cash equivalents

The organization's policy is to disclose bank balances under cash and cash equivalents, including bank overdrafts with balances that fluctuate frequently from being positive to overdrawn. Cash equivalents that the organization cannot use for current transactions because they are restricted are presented as restricted cash.

#### Inventory

Inventory is valued at the lower of cost and net realizable value. Cost is determined using the purchase cost method.

#### Property and equipment

Property, plant and equipment are recorded at cost. The organization provides for amortization using the following methods at rates designed to amortize the cost of the property, plant and equipment over their estimated useful lives. The annual amortization rates and methods are as follows:

Computer equipment	45%	declining balance method
Computer software	100%	declining balance method
Furniture and fixtures	20%	declining balance method
Leasehold improvements	5 years	straight-line method

Amortization rates for property and equipment acquired during the year are reduced by one-half.

#### Revenue recognition

The organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as receipts when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Revenue from the sale of products and services are recorded at the point of sale or at the time the services are provided.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized when earned.

Membership dues are recognized when collection is reasonably assured.

Tournament revenue is recognized when the related event has occurred.

(continues)

# CANADIAN TENPIN FEDERATION INC.

## Notes to Financial Statements

Year Ended July 31, 2018

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Contributed services

Volunteers contributed time to assist the organization in carrying out its programs. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

#### Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organization requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Significant items subject to such estimates and assumptions include the estimated useful lives of property and equipment, the valuation allowances for accounts receivable and the valuation of inventories. Actual results could differ from those estimates.

#### Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

### 3. INVENTORY

Inventory consists of the following:

Awards

Materials and supplies

	2018	2017
Awards	\$ 25,083	\$ 34,317
Materials and supplies	-	4,284
	<u>\$ 25,083</u>	<u>\$ 38,601</u>

### 4. RESTRICTED FUNDS

Restricted funds consists of:

Scholarship bank account

Investments

SAFE Loan

	2018	2017
Scholarship bank account	\$ 60,890	\$ 38,899
Investments	129,534	129,534
SAFE Loan	-	20,000
	<u>\$ 190,424</u>	<u>\$ 188,433</u>

Restricted funds consist of bank account funds held at the [REDACTED] and investments in GIC's bearing interest between 0.85% and 1.20% with maturity dates ranging from June 2019 to June 2022.

Restricted funds are held for the purpose of funding scholarships for those members who reach a certain age of eligibility and meet education criteria as set out in the by-laws. Each year scholarship funds are paid out to qualifying members and there are additional members each year that qualify for the scholarship. The balance owing represents the net amount paid out plus additional members who qualify for the scholarship. See also note 6.

**CANADIAN TENPIN FEDERATION INC.****Notes to Financial Statements****Year Ended July 31, 2018****5. PROPERTY, PLANT AND EQUIPMENT**

	Cost	Accumulated amortization	2018 Net book value	2017 Net book value
Computer equipment	\$ 16,674	\$ 16,325	\$ 349	\$ 634
Computer software	65,861	65,861	-	-
Furniture and fixtures	9,009	8,492	517	647
Leaschold improvements	445	445	-	-
	<u>\$ 91,989</u>	<u>\$ 91,123</u>	<u>\$ 866</u>	<u>\$ 1,281</u>

**6. FUNDS HELD IN TRUST**

The scholarship fund has been established by the organization from donations received from various tournaments. The amounts are to be paid out to the qualifying individuals based upon approval from the board. See also note 4.

**7. LEASE COMMITMENTS**

The organization has entered into an operating lease for rental of office equipment. The total future obligation under this lease is \$3,149. The total future obligation will be paid in 2019.

**8. FINANCIAL INSTRUMENTS**

The organization is exposed to various risks through its financial instruments. The following analysis provides a measure of the organization's risk exposure and concentrations at the balance sheet date.

**(a) Credit risk**

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The organization's main credit risks relate to its accounts receivables. The organization provides credit to its clients in the normal course of its operations.

**(b) Liquidity risk**

Liquidity risk is the risk that an organization will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its accounts payable.

Unless otherwise noted, it is management's opinion that the organization is not exposed to significant other price risks arising from these financial instruments.

**9. COMPARATIVE FIGURES**

Some of the comparative figures have been reclassified to conform to the current year's presentation. The changes do not affect prior year earnings.

Canadian Tenpin Federation Inc

General Ledger Report 08/01/2016 to 07/31/2017

Cash Donations				
Date	Receipt #		Type	Amount
09-28-2016	14489		Cash Donation	1,009.86
09-28-2016	14490		Cash Donation	3,184.37
09-28-2016	14491		Cash Donation	966.72
09-28-2016	14492		Cash Donation	2,183.59
09-28-2016	14493		Cash Donation	1,516.28
09-28-2016	14494		Cash Donation	1,548.50
10-12-2016	14504		Cash Donation	1,569.95
10-12-2016	14505		Cash Donation	2,364.18
10-12-2016	14506		Cash Donation	1,798.16
10-12-2016	14507		Cash Donation	1,531.31
10-28-2016	14521		Cash Donation	1,347.67
10-28-2016	14522		Cash Donation	1,287.95
11-08-2016	14540		Cash Donation	492.00
11-08-2016	14538		Cash Donation	492.00
11-08-2016	14539		Cash Donation	680.80
11-09-2016	14541		Cash Donation	2,883.80
11-09-2016	14542		Cash Donation	1,152.35
03-16-2017	14846		Cash Donation	180.00
03-16-2017	14847		Cash Donation	180.00
03-16-2017	14848		Cash Donation	180.00
03-16-2017	14845		Cash Donation	120.00
04-20-2017	14976		Cash Donation	240.00
05-29-2017	15147		Cash Donation	512.00
05-29-2017	15148		Cash Donation	268.00
				<u>27,689.49</u>





Canadian Tenpin Federation, Inc.  
Fédération Canadienne des Dix-Quilles, Inc.

## Board of Directors List January 1, 2018

<b>President</b>	<b>Brian McMaster</b>	
	<b>Dec 6, 1961</b>	
<b>ED</b>	<b>Cathy Innes</b>	
<b>1<sup>st</sup> Vice</b>	<b>Elaine Yamron</b>	
<b>2<sup>nd</sup> Vice</b>	<b>Dave Kist</b>	
<b>Director</b>	<b>Blaine Boyle</b>	
<b>Director</b>	<b>Wanda Howard</b>	

