

Registered Canadian Amateur Athletic Association Information Return

Identification

Name of association	
Ringette Canada	
Address	
c/o House of Sport - RA Centre 2451 Riverside Drive	
City	
Ottawa	
Province or territory	Postal code
Ontario	K1H7X7

Return for fiscal period ending

2	0	1	8	0	4	3	0
Year	Month						

Is this the first return filed by this association?

Yes No

If "no," has the fiscal period changed from the last return filed?

Yes No

Is this the final return to be filed by this association?

Yes No

If "yes," please attach an explanation.

File number

495887

BN/Registration number

107896953 R R 0001

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

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

Yes No

Yes No

Instructions

1. Complete the Identification area.

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

3. 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 used.

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

Form authorized by the Minister of National Revenue.

NCR MAILROOM

91

SALLE DU COURRIER
RCN

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, Natasha Johnston

Name of director whose signature appears below.

of

2. I, Kelsey McIntosh

Name of director whose signature appears below.

of

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)

Position with the association

Executive Director

Home telephone number (confidential)

Business telephone number

Date

2. Signature of director (confidential)

Position with the association

Technical Director

Home telephone number (confidential)

Business telephone number

Date

RCAA:

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.

Ringette Canada
Financial Statements
For the year ended April 30, 2018

Contents

Independent Auditor's Report	2 - 3
Financial Statements	
Statement of Financial Position	4
Statement of Changes in Net Assets	5
Statement of Operations	6
Statement of Cash Flows	7
Notes to Financial Statements	8 - 10
Schedule 1 - Sport Canada Contribution (unaudited)	11

Independent Auditor's Report

To the members of
Ringette Canada

We have audited the accompanying financial statements of Ringette Canada, which comprise the statement of financial position as at April 30, 2018, and the statements of operations, changes in net assets and cash flows 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.

[REDACTED]

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Ringette Canada as at April 30, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Supplementary Financial Information

Our audit was performed to form an opinion on the financial statements of Ringette Canada as a whole. The supplementary financial information included in Schedule 1 is presented for the purpose of additional analysis and is not a required part of the financial statements. Such supplementary information is the responsibility of management and was derived from the underlying accounting and other records used to prepare the financial statements. The supplementary information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such supplementary information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves.

[REDACTED]
Chartered Professional Accountants, Licensed Public Accountants

Ottawa, Ontario
[REDACTED]

Ringette Canada
Statement of Financial Position

April 30 **2018** **2017**

Assets

Current

Cash	\$ 614,669	\$ 893,255
Accounts receivable	88,019	103,638
Inventory (Note 2)	12,735	15,056
Prepaid expenses	4,896	23,425
	<hr/>	<hr/>
	720,319	1,035,374

Tangible capital assets (Note 3)

\$ 19,402 27,946

\$ 739,721 \$ 1,063,320

Liabilities and Net Assets

Current

Accounts payable and accrued liabilities	\$ 153,479	\$ 195,748
Deferred revenue	2,800	241,700
	<hr/>	<hr/>
	156,279	437,448

Deferred lease inducement

9,783 13,697

166,062 451,145

Contractual obligation (Note 4)

Net Assets

Internally restricted	9,619	14,249
Unrestricted	564,040	597,926
	<hr/>	<hr/>
	573,659	612,175
	<hr/>	<hr/>
	\$ 739,721	\$ 1,063,320

On behalf of the board:

[REDACTED] — Director [REDACTED] — Director

Ringette Canada
Statement of Changes in Net Assets

<u>For the year ended April 30</u>	<u>Internally restricted</u>	<u>Unrestricted</u>	2018	2017
Balance, beginning of the year	\$ 14,249	\$ 597,926	\$ 612,175	\$ 554,558
Excess (deficiency) of revenues over expenses		(38,516)	(38,516)	57,617
Acquisition of tangible capital assets	789	(789)		
Amortization of tangible capital assets	(9,332)	9,332		
Amortization of deferred lease inducement	3,913	(3,913)		
Balance, end of the year	\$ 9,619	\$ 564,040	\$ 573,659	\$ 612,175

**Ringette Canada
Statement of Operations**

For the year ended April 30

2018

2017

Revenues

Sport Canada contribution	\$ 480,500	\$ 480,500
Coaching Association of Canada	26,500	26,525
Resources sales	131,125	110,267
National team	186,248	41,605
National Ringette League	10,500	11,200
National Championship	144,460	139,383
Membership fees	9,000	9,000
Registration fees	611,409	570,381
Miscellaneous	36,892	23,370
World Ringette Championship Hosting	27,776	
	<hr/>	<hr/>
	1,664,410	1,412,231

Expenses

Administration	652,149	615,325
Meetings and planning	49,654	50,999
Technical and development	111,308	96,982
National team	484,695	113,322
National Championship	214,855	213,265
Promotion	190,265	264,721
	<hr/>	<hr/>
	1,702,926	1,354,614

Excess (deficiency) of revenues over expenses

\$ (38,516) \$ 57,617

Ringette Canada
Statement of Cash Flows

For the year ended April 30 **2018** **2017**

Cash flows from operating activities

Cash receipts from members, sales and government subsidies	\$ 1,441,129	\$ 1,680,806
Cash paid to suppliers and employees	(1,718,926)	(1,222,319)
	(277,797)	458,487

Cash flows from investing activities

Acquisition of tangible capital assets	(789)	(1,983)
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Net (decrease) increase in cash

Cash, beginning of the year	893,255	436,751
Cash, end of the year	\$ 614,669	\$ 893,255

Ringette Canada Notes to Financial Statements

April 30, 2018

1. Accounting Policies

Purpose of Association

Ringette Canada is a not-for-profit organization incorporated under the Canada Not-for-profit Corporations Act and is a Registered Canadian Amateur Athletic Association under the Income Tax Act and as such is exempt from income tax.

The mission of the Association is to provide leadership and assistance to member associations, players, coaches, officials and administrators at all levels of skill and for all age groups and to facilitate the standard development of ringette in Canada and abroad by providing programs and services.

Basis of Accounting

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

Revenue Recognition

The Association 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 revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Resources sales are recorded as revenue when the goods are shipped.

Registration fees and membership fees are recognized over the membership period.

Fees for the Coaching Association of Canada, National Team, National Ringette League and National Championship are recognized when the event takes place.

Deferred Lease Inducement

The lease inducement, which is recorded as a reduction to rent expense in administration expense, is deferred and amortized over the term of the lease.

Financial Instruments

Initial and subsequent measurement

The Association initially measures its financial assets and liabilities at fair value. The Association subsequently measures all its financial assets and liabilities at amortized cost.

Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment.

Ringette Canada Notes to Financial Statements

April 30, 2018

1. Accounting Policies (continued)

Financial Instruments (continued)	<u>Transaction costs</u>	
	Transaction costs related to financial instruments subsequently measured at amortized cost are included in the original cost of the asset or liability and recognized in the statement of operations over the life of the instrument using the straight-line method.	
Inventory	Inventory is valued at the lower of cost and net realizable value. The cost is determined on a weighted average cost basis.	
Tangible Capital Assets	Tangible capital assets are stated at cost less accumulated amortization. Amortization is provided on the basis of their useful lives using the straight-line basis and the following annual rates:	
	Computer equipment	2 years
	Furniture and equipment	3 years
	Leasehold improvements	term of the lease
Contributed Services	Volunteers contribute numerous hours per year to assist the Association in carrying out its service delivery activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.	
Contributed Materials and Services	Contributed materials and services which are used in the normal course of the Association's operations and would otherwise have been purchased are recorded at their fair value at the date of contribution if fair value can be reasonably estimated.	
Sport Canada Contribution	Contributions received from Sport Canada are subject to specific terms and conditions regarding the expenditure of the funds. The Association's accounting records are subject to audit by Sport Canada to identify instances, if any, in which amounts charged against contributions have not complied with the agreed terms and conditions and which therefore would be refundable to Sport Canada. Adjustments to prior years' contributions are recorded in the year Sport Canada requests the adjustment.	

2. Inventory

The amount of inventory recognized as an expense during the year was \$45,663 (2017 - \$48,120) and is reflected in administration expense in the statement of operations.

Ringette Canada Notes to Financial Statements

April 30, 2018

3. Tangible Capital Assets

	<u>2018</u>		<u>2017</u>	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Computer equipment	\$ 34,427	\$ 34,427	\$ 34,427	\$ 34,427
Furniture and equipment	88,044	85,692	87,255	83,146
Leasehold improvements	34,100	17,050	34,100	10,263
	<hr/> <u>\$ 156,571</u>	<hr/> <u>\$ 137,169</u>	<hr/> <u>\$ 155,782</u>	<hr/> <u>\$ 127,836</u>
Net book value		<hr/> <u>\$ 19,402</u>		<hr/> <u>\$ 27,946</u>

Amortization expense totalled \$9,332 (2017 - \$9,577) for the year and is recorded in administration expense.

4. Contractual Obligation

The Association leases its premises under a lease expiring in July 2020. Future minimum lease payments over the next three years total \$65,891.

2019	\$ 29,285
2020	\$ 29,285
2021	\$ 7,321

5. Economic Dependence

The Association receives 29% (2017 - 34%) of its revenues from Sport Canada. Should this funding not be continued or it cannot be replaced, the Association would not be able to continue its operations at the current level.

6. Financial Instruments

Credit risk

The Association is exposed to credit risk for its accounts receivable. The Association provides credit to its members in the normal course of its operations.

Ringette Canada
Schedule 1 - Sport Canada Contribution (unaudited)

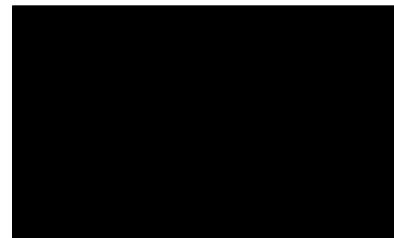
<u>For the year ended April 30</u>	<u>Sport Development</u>
Revenues	
General administration	\$ 48,050
Salaries, fees and benefits	100,000
National team program	100,000
Official languages	9,000
Operations and programming	<u>223,450</u>
	<u>480,500</u>
Expenses	
General administration	155,418
Salaries, fees and benefits	316,520
National team program	464,060
Official languages	31,151
Operations and programming	<u>371,002</u>
	<u>1,338,151</u>
Deficiency of revenues over expenses	\$ (857,651)



BOARD OF DIRECTORS / CONSEIL D'ADMINISTRATION

President/Président

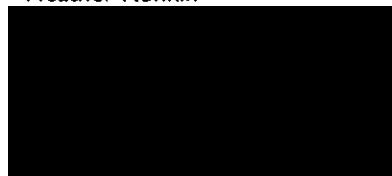
Daniel Dussault



Accounting

Director at Large/Administrateur général

Heather Konkin



Administration

Athlete Director/Administratrice des athlètes

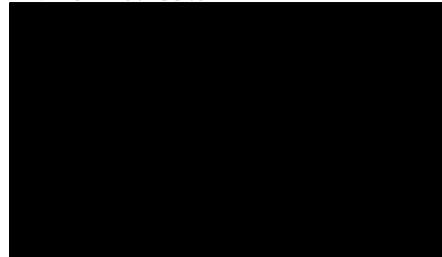
Sarah Bernard-Lacaille



Administration

Director at Large/Administratrice générale

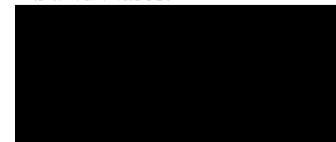
Darrell Liebrecht



Administration

Director at Large/Administrateur general

David Master



Legal

Administrator

Director at Large/Administrateur général

Derek E. Hughes



Administrator

Director at Large/Administrateur général

Angie Milbury



Administrator

Director at Large/Administrateur général

Katrina Pagnello



Accounting

Director at Large/Administrateur général

Nicole Phillips



Marketing



[REDACTED]
Charities Directorate
Canada Revenue Agency
Ottawa, ON K1A 0L5

To Whom It May Concern:

As of May 1st 2017, the following person is authorized to issue official receipts for Ringette Canada:

Sincerely,

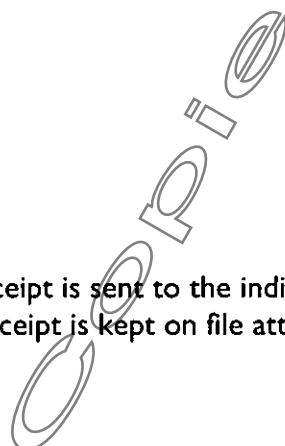
[REDACTED] Executive Director



Replacement Procedure for:

Lost Receipts

In the event that a receipt is lost, a duplicate receipt is sent to the individual, and the receipt is marked "Duplicate". A copy of the duplicate receipt is kept on file attached to the original receipt.



Spoiled Receipts

In the event that a receipt is spoiled, the receipt is clearly marked in red "Cancelled" and filed in numerical order.

