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Canada Revenue  
AgencyAgence du revenu  
du Canada

Protected B when completed

## Registered Canadian Amateur Athletic Association Information Return

### Identification

Name of association <b>The Canadian Polo Association</b>	
Address <b>180 Renfrew Drive, Suite 100</b>	
City <b>Markham</b>	
Province or territory <b>Ontario</b>	Postal code <b>L3R9Z2</b>

Return for fiscal period ending

2	0	1	8	1	2	3	1
Year				Month		Day	

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

BN/Registration number

891821571

RR

NCR MAILROOM

0001

# 112

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 ☒

**SALLE DU COURRIER  
RCN**

### 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

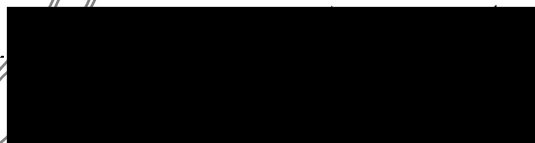
Form authorized by the Minister of National Revenue.

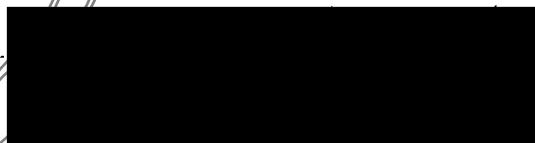
## Information required

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. \$ 12,535.4
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, Donald B. Pennycook of   
Name of director whose signature appears below

2. I, Dave Offen of   
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)

Position with the association

PRESIDENT

Home telephone number (confidential)

Business telephone number

Date

2 Signature of director (confidential)

Position with the association

VICE-PRESIDENT

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 rotation 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.



## **TAX RECEIPTS POLICY**

### **Introduction**

Polo Canada, under its incorporated name The Canadian Polo Association, is able to provide Charitable Receipts to individuals or companies donating funds due to its status as a Registered Amateur Athletic Association. The Executive Committee of Polo Canada has the responsibility to manage the operations of the program and ensure that it complies with the Income tax Act. The following people are authorized by Polo Canada to issue official receipts on behalf of the association;

- Donald B. Pennycook, President
- Dave Offen, Vice-President
- Karen White, Executive Secretary

### **Policy for Lost or Damaged Receipts**

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

**THE CANADIAN POLO ASSOCIATION  
2018 – 2019 DIRECTORS**

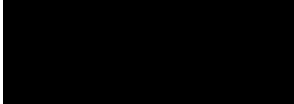
**PRESIDENT**

DONALD B. PENNYCOOK



**VICE PRESIDENT**

DAVE OFFEN



**EXECUTIVE SECRETARY**

KAREN WHITE

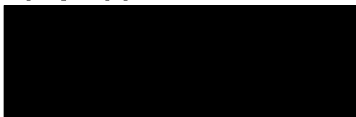


**DIRECTORS**

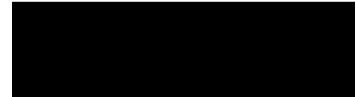
STEPHEN COBB



JACK SCHNEIDER



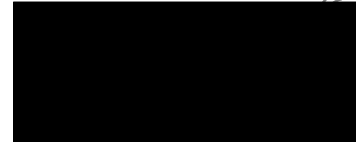
JEREMY MONNETTE



CRAIG NELSON



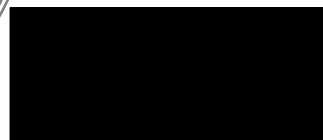
KING WARD



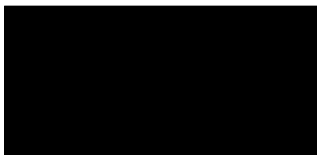
SCOTT WEIR



FREDERICK MANNIX JR.



MARTY WALES



**The Canadian Polo Association**  
**Financial Statements**

*December 31, 2018*

*(Unaudited - see Notice to Reader)*

## Notice To Reader

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On the basis of information provided by management, we have compiled the statement of financial position of The Canadian Polo Association as at December 31, 2018 and the statement of operations and changes in net assets for the year then ended. We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon. Readers are cautioned that these statements may not be appropriate for their purposes.

Mississauga, Ontario

Chartered Professional Accountants

Licensed Public Accountants

**The Canadian Polo Association**  
**Statement of Financial Position**

*As at December 31, 2018*  
*(Unaudited - see Notice to Reader)*

	<i>Unrestricted Fund</i>	<i>Internally Restricted Fund</i>	<i>Internally Restricted Fund - Youth Account</i>	<b>2018</b>	<b>2017</b>
<b>Assets</b>					
<b>Current</b>					
Cash	29,965	107,369	12,881	150,215	175,905
Marketable securities	10,407	-	-	10,407	10,408
Accounts receivable	4,000	-	-	4,000	3,200
	44,372	107,369	12,881	164,622	189,513
<b>Liabilities</b>					
<b>Current</b>					
Accounts payable and accruals	2,501	11	-	2,512	4,205
<b>Net Assets</b>					
Net assets	41,871	107,358	12,881	162,110	185,308
	44,372	107,369	12,881	164,622	189,513

# The Canadian Polo Association

## Statement of Operations and Changes in Net Assets

For the year ended December 31, 2018

(Unaudited - see Notice to Reader)

	Unrestricted Fund	Internally Restricted Fund	Internally Restricted Fund - Youth Account	2018	2017
<b>Revenue</b>					
Donations	15,035	-	1,500	16,535	30,601
Memberships	11,649	-	-	11,649	10,188
	<b>26,684</b>	<b>-</b>	<b>1,500</b>	<b>28,184</b>	<b>40,789</b>
<b>Expenses</b>					
Merchandise	12,021	-	-	12,021	-
Salaries and benefits	11,000	-	-	11,000	13,250
Memberships and subscriptions	4,755	5,212	-	9,967	15,726
Training and education	4,530	-	-	4,530	7,030
Trophies and awards	-	4,131	-	4,131	-
Travel	-	-	3,438	3,438	-
Professional fees	-	3,263	-	3,263	5,423
Polo events	-	1,045	-	1,045	2,528
Office and general	-	866	-	866	5,763
Telephone	-	796	-	796	-
Bank charges and interest	129	86	110	325	6,576
	<b>32,435</b>	<b>15,399</b>	<b>3,548</b>	<b>51,382</b>	<b>56,296</b>
<b>Excess of revenue over expenditures (expenditures over revenue)</b>	<b>(5,751)</b>	<b>(15,399)</b>	<b>(2,048)</b>	<b>(23,198)</b>	<b>(15,507)</b>
<b>Net assets, beginning of the year</b>	<b>47,622</b>	<b>122,757</b>	<b>14,929</b>	<b>185,308</b>	<b>200,815</b>
<b>Net assets, end of year</b>	<b>41,871</b>	<b>107,358</b>	<b>12,881</b>	<b>162,110</b>	<b>185,308</b>