

TRUSTEES REPORT



To be completed once each calendar year as per
Article B.3.12 (d) of the CUPE Constitution

CHECK BOX AS APPLICABLE

Regular Remittance
(Employer sends dues cheques to Local)

Direct Remittance
(Employer sends dues cheques to National)

LOCAL UNION No. _____ OF _____
(city, province)

FOR THE TWELVE MONTHS ENDED _____ 20_____
(date)

MONEY RECEIVED

Balance from previous trustees report \$ _____ C

Initiation fees received _____

Total union dues received from employer (i) _____
(as detailed and equal to chart below)

Other money received (specify)

TOTAL MONEY RECEIVED (must include
balance from previous report-see line C above) \$ _____ A

(i) Union dues received from employer for the months of: _____ to _____
(these months listed represent the dues that were deposited into the local's bank account during the audit period)

	\$	Number of Members	
		Full-Time	Part-Time
Month 1	_____	_____	_____
Month 2	_____	_____	_____
Month 3	_____	_____	_____
Month 4	_____	_____	_____
Month 5	_____	_____	_____
Month 6	_____	_____	_____
Month 7	_____	_____	_____
Month 8	_____	_____	_____
Month 9	_____	_____	_____
Month 10	_____	_____	_____
Month 11	_____	_____	_____
Month 12	_____	_____	_____
TOTAL (i)	\$ _____		

MONEY PAID OUT

Per capita tax and initiation fees paid to CUPE National
(as detailed in chart below using the monthly per capita forms since the date of your last trustees report)

\$

Month 1	_____
Month 2	_____
Month 3	_____
Month 4	_____
Month 5	_____
Month 6	_____
Month 7	_____
Month 8	_____
Month 9	_____
Month 10	_____
Month 11	_____
Month 12	_____

\$ _____

Amounts paid to other CUPE chartered organizations:

Provincial Division
 District Council

Amounts paid to CLC:

Provincial Federation
 Regional Labour Council

Other affiliations (specify)

Salaries / Honoraria

Operating expenses (includes stationery and printing, postage, telecommunications, rent, flowers, gifts, donations, etc.)

Bonding premiums

Convention, conference and seminar costs

Bank charges

Executive and committee expenses

Other money paid out (specify)

TOTAL MONEY PAID OUT

\$ _____ B

CASH BALANCE (A less B)

\$ _____ C

(to be carried forward to next page)

ASSETS AND DEBTS OF LOCAL UNION

AS AT LAST DAY OF PERIOD COVERED BY THIS REPORT

_____ 20 _____
(date)

ASSETS:

Cash balance (enter amount from line C on page 2)	\$ _____
Union dues owed to the local	_____
Bonds owned by the local	_____
Property owned by the local	_____
Investments	_____
Other assets (specify)	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL ASSETS \$ _____

DEBTS:

Per capita tax owed to National Office	\$ _____
Other per capita tax owed (specify)	_____
_____	_____
_____	_____
Other invoices owed (specify)	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL DEBTS \$ _____

