

Arkansas Society Daughters of the American Revolution

Gretchen Magee – State Regent

CHAPTER TREASURER OVERVIEW

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- ❖ **Chapter Treasurer's Packet** is located on the ASDAR members-only Website. Click on Documents, then click on SIP and scroll down to the State Treasurer's Packet. You will want to read and print the Chapter Treasurer Guide and the Treasurer Calendar/Checklist for detailed instructions. **Please disregard all the old forms. Use ONLY the new forms representing the Magee Administration.** Several forms have changed.
- ❖ Make sure you are using the current **Guide for Chapter and State Treasurers**.
<http://www.dar.org/sites/default/files/members/darnet/forms/TG-3000.pdf> .
- ❖ **State Dues** for New, Reinstated, and Transferred in from out of State Members are to be sent to the State Treasurer **IMMEDIATELY** upon approval by National. Use the ASDAR State Dues Form when reporting all State Dues.
- ❖ **Annual STATE DUES are due postmarked no later than December 1, 2020. Send National Dues (\$42.00) to Treasurer General NSDAR and State Dues (\$4.00) to the State Treasurer.**
- ❖ When reporting the Annual State Dues, send the following to the State Treasurer:
 - 1) A copy of the completed National Dues Invoice.
 - 2) Fill out the "CHAPTER TREASURER'S REMITTANCE FORM (AR-RMT1001)" and send Chapter check for the amount of the dues, storage box rental fee, contributions to state projects, contributions to chapter achievement, and the President General's Project.
- ❖ **Chapter Achievement Contributions** requirements changed last year. Section 8 requires a **\$100.00** minimum contribution of combined funds A-D to receive credit. **Chapter Achievement Contributions** must be sent through the **State Treasurer** to the Office of the Treasurer General and postmarked on or before **December 15**. This is a new deadline. Therefore chapter treasurer must meet the December 1 deadline for all State Remittance.
- ❖ Within 60 days after your chapter's fiscal year ends, send a copy of your Financial Statement, Financial Review Committee Report, and a copy of your 990-N filed with the IRS to the State Treasurer.

Chapter Treasurers, thank you for serving in this vital office. I look forward to working with you. Please contact me by phone, email, or text if you have any questions.

In DAR Friendship and Service
Charline Manning