

FEDERATED WOMEN'S INSTITUTES OF ONTARIO
ANNUAL CASH DONATIONS REPORT FOR PUBLIC RELATIONS OFFICERS
AT BRANCH, DISTRICT OR AREA LEVEL

INSTRUCTIONS: Please read carefully before compiling.

1. Three copies to be made: White for PRO next level; Yellow for your own secretary; Blue for your own file (to be passed to your successor).
2. Refer to Handbook: Pages 8, 12, 32, 41 and 80.
3. Work in cooperation with Secretary-Treasurer (not as a separate treasurer's statement).
4. Do not include amounts paid for fees, printing, postage, honorariums, life memberships, meeting or banquet expenses.
5. List only cash amounts that were used to promote image of W.I.
6. In your written report tell of your activities and fund-raising projects.
7. Sign both reports.

BRANCH PUBLIC RELATIONS OFFICERS:

Present both reports at Branch Annual Meeting, then send white copy, along with written report, to the District P.R.O. at once. Keep blue copy for your own file.

DISTRICT PUBLIC RELATIONS OFFICERS:

Compile all Branch reports into one, adding any items from District. Prepare both a financial and written report. Present the yellow copy to District Secretary and mail the white copy to Area P.R.O. at once. Keep blue copy for your own file.

AREA PUBLIC RELATIONS OFFICERS:

Compile all District P.R.O. reports into one, adding any Area items and mail the financial and written report before October 1st, or as requested to the Provincial Public Relations Officer, Mrs. John Brown, regardless of whether your reports were presented at the Area Convention or not.

Present your report at the Area Convention with the yellow copy for the Secretary and the blue copy for your file.

N.B: We are not suggesting donations to any or all headings listed - they are only for your guidance in placing items.

COMPLETE IN FULL

DATE April 6/82

NAME Estella Rodgers ADDRESS Box 9 Englehart Ont CODE POS 1H0

BRANCH Nack DISTRICT Temiskaming AREA Cochrane-Temiskaming

DISTRICT: No. of Branches One No. Reporting One

AREA: No. of Branches _____ No. Reporting _____

No. of Districts _____ No. Reporting _____

WOMEN'S INSTITUTE - PROJECTS

Erland Lee Home Foundation Fund - F.W.I.O.	\$	<u>12.00</u>	
Pennies For Friendship - A.C.W.W.	\$	<u>14.50</u>	
Nutrition Education/Save Sight - A.C.W.W.	\$	_____	
UNESCO Gift Coupon No. 569 - A.C.W.W.	\$	_____	
Adelaide Hoodless Foundation Fund-F.W.I.C.	\$	<u>1.30</u>	
ACWW Conference Fund -F.W.I.C.	\$	<u>13.00</u>	
			TOTAL
			\$ <u>40.80</u>

WOMEN'S INSTITUTE - EDUCATIONAL

Delegate's expense.....to Officers' Conference	\$	_____
" "to District Annual.....	\$	<u>4.50</u>
" "to Area Convention.....	\$	<u>24.00</u>
" "to County Rallies.....	\$	_____
" "TO National Conventions.....	\$	_____
Senior Workshops.....	\$	_____
4-H Homemaking Clubs.....	\$	_____
Speakers, Gifts, Anniversaries.....	\$	<u>24.84</u>
<u>Scholarship Fund.</u>		<u>2.00</u>

Additional: List in detail with amounts

\$ 55.34
TOTAL

\$ 55.34

TOTAL OF PAGE

\$ 96.14

(OVER)