

## **NWC Report Due Dates:**

Our hope is that you will find this process of reporting easy to use. If you have any questions please contact your NWC liaison.

**ALL reports are to be emailed to: [nwcforms@losranchos.org](mailto:nwcforms@losranchos.org)**

### **Due February 28th (covers January – December of previous year);**

Annual Report

Statistical Report

*The following reports are to be submitted:*

Balance Sheet

Income Statement

Dedicated Account Statement (if applicable)

Weekly Giving and Attendance

Minutes of Partnership Team and/or Administrative Commission Meetings

### **Due April 15th (covers January – March of current year) Statistical Report**

*The following reports are to be submitted:*

Balance Sheet

Income Statement

Dedicated Account Statement (if applicable)

Weekly Giving and Attendance

Minutes of Partnership Team and/or Administrative Commission Meetings

### **Due July 15th (covers January – June of current year)**

Statistical Report

*The following reports are to be submitted:*

Balance Sheet

Income Statement

Dedicated Account Statement (if applicable)

Weekly Giving and Attendance

Minutes of Partnership Team and/or Administrative Commission Meetings

### **Due October 15th (covers January through September of current year)**

Statistical Report

*The following reports are to be submitted:*

Balance Sheet

Income Statement

Dedicated Account Statement (if applicable)

Weekly Giving and Attendance

Minutes of Partnership Team and/or Administrative Commission Meetings