

## Parish Documents Checklist 2025

**Parish name:**

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<b>Document</b>	<b>Deadline</b>
<input type="checkbox"/> Apportionment Acceptance 2025 <i>Email to the Rev. John Gee <a href="mailto:treasurer@edmonton.anglican.ca">treasurer@edmonton.anglican.ca</a></i>	31 October 2024
<input type="checkbox"/> Lay Employee Salary Amounts for 2025 (if applicable) <i>Email to the Rev. John Gee <a href="mailto:treasurer@edmonton.anglican.ca">treasurer@edmonton.anglican.ca</a></i>	30 November 2024
<input type="checkbox"/> Parish Statistics 2024 <i>Fill out online form – no need to send – information collected automatically</i>	30 April 2025
<input type="checkbox"/> Attendance Worksheet 2024 <i>Download, fill in, save and email Excel spreadsheet to <a href="mailto:treasurer@edmonton.anglican.ca">treasurer@edmonton.anglican.ca</a></i>	30 April 2025
<input type="checkbox"/> Parish Officers 2025 <i>Fill out online form – no need to send – information collected automatically</i>	30 April 2025
<input type="checkbox"/> AGM package (including budget for 2025) <i>Email to the Rev. John Gee <a href="mailto:treasurer@edmonton.anglican.ca">treasurer@edmonton.anglican.ca</a></i>	30 April 2025
<input type="checkbox"/> Financial Statements (including Income Statement and Balance Sheet) for 2024 <i>Email to the Rev. John Gee <a href="mailto:treasurer@edmonton.anglican.ca">treasurer@edmonton.anglican.ca</a></i>	30 June 2025
<input type="checkbox"/> Accounts Examiner Opinion Letter for 2024 <i>Email to the Rev. John Gee <a href="mailto:treasurer@edmonton.anglican.ca">treasurer@edmonton.anglican.ca</a></i>	30 June 2025
<input type="checkbox"/> Financial Statistics for 2024 <i>Download, fill in, save and email Excel spreadsheet to <a href="mailto:treasurer@edmonton.anglican.ca">treasurer@edmonton.anglican.ca</a></i>	30 June 2025
<input type="checkbox"/> T3010 Registered Charity Information Return <i>Submit to Canada Revenue Agency electronically or by mail</i>	30 June 2025