

POLICY

<i>Approved:</i>	Dec 19, 2022	<i>Section:</i>	Administration & Finance
<i>Effective:</i>	Dec 19, 2022	<i>Policy #:</i>	E-13
<i>Replaced:</i>	May 21, 2002	<i>Page:</i>	1 of 1
<i>Subject:</i>	Member Inner Club Bank Accounts		

Member inner clubs within the Canmore Golf & Curling Club (such as the Ladies Club, Men's Club, Junior Club, Senior Club and Curling Club) may retain funds derived from the operation of fundraisers as a part of their own finances.

Raising and administration of funds must be the responsibility of the respected clubs. Members of the staff will not be involved in the soliciting or dispensing of such funds.

The Canmore Golf & Curling Club Executives Committee and Staff will not be held responsible for the control or accounting of such funds. Any shortage and cost associated with operating the accounts will be the responsibility of the respective clubs.

This policy applies only to contributions by club members. Funding received from Government Agencies, Casinos and Corporate or Private donors will be the property of the Canmore Golf & Curling Club. Such funds will be deposited to the CG&CC bank account and recorded as revenue in the club's books, crediting the applicable cost centre.

At the end of each fiscal year, or anytime at the request of the Executive Committee, each club shall report their financial position for review by the Membership and Finance Committee with the starting balance, revenue collected, total expense and ending balance or other such information for audit purposes.