

Newsletter #13 – Poppy Trust Fund Annual Reports, Per Capita Update, and Holiday Greetings

Dear RCL MBNWO Members,

As the year comes to a close, Provincial Command extends its sincere thanks to all Branches and Members for your continued dedication and service to Veterans and their families. We wish you a happy holiday season and a healthy, prosperous New Year!

Poppy Trust Fund Annual Reports – 2025

Poppy Trust Fund Annual Report packages for the 2025 reporting year have now been distributed to all Branches.

Completed reports are due to Provincial Command no later than January 31, 2026.

To support Branches in completing their submissions accurately and on time, a step-by-step guide is attached to the end of this newsletter. If any clarification or assistance is required, Branches are encouraged to contact:

Cody Klassen

Email: Veterans@mbnwo.legion.ca

Phone: 204-819-4719

Provincial Per Capita Tax Update

Branches are reminded that a \$3.00 Provincial Per Capita Tax increase was approved by the floor at the 2025 MBNWO Provincial Convention to take effect January 1st, 2026.

MBNWO's per capita rate remains the lowest in Canada. Branches are asked to plan accordingly for the upcoming year.

For reference and budgeting purposes, the 2026–27 Per Capita Rate Sheet is attached to the end of this newsletter.

Thank you,

Cohen Rutledge

Cohen Rutledge

Provincial Executive Director

The Royal Canadian Legion

Manitoba & Northwestern Ontario Provincial Command

Subject: How to Complete the Poppy Trust Fund Annual Report

Dear Branch President/Poppy Chairperson

Thank you for supporting the Poppy Campaign during Remembrance Day. As part of your branch's responsibilities, you need to complete the Poppy Trust Fund Annual Report. This report outlines your Branch's Poppy revenues and expenditures during the year.

Here's what the report is and how to fill it out:

What is the Poppy Trust Fund Annual Report?

It's a financial summary showing:

- **Opening Balance** (how much was in the fund at the start of the year)
- **Income** (money raised during the campaign and other sources)
- **Expenses** (costs like poppies, wreaths, advertising)
- **Disbursements** (money given for veteran support, bursaries, donations)
- **Closing Balance** (what's left at year-end)

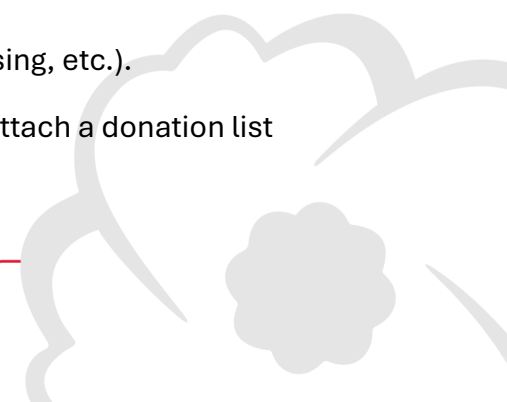
Steps to Complete the Report:

1. Gather Your Records:

- Bank statements for your Poppy Trust Fund account
- Receipts for campaign expenses.
- Details of any donations or grants given.

2. Fill in Each Section:

- **A:** Opening balance (January 1).
- **B:** Total income from the campaign and other sources.
- **C:** Add A + B for subtotal.
- **D:** List campaign expenses (poppies, wreaths, advertising, etc.).
- **E:** List disbursements (grants, bursaries, donations). Attach a donation list with recipient, amount, and approval status.



- **F:** Add all expenses and disbursements.
- **G:** Calculate closing balance: C – F.
- **H:** Include any investments held.

3. Attach Required Documents:

- Photocopy of the December 31 bank statement.
- Donation breakdown (if applicable).

4. Submit by January 31, 2026 to Provincial Command by:

- **Email (preferred):** Veterans@MBNWO.Legion.ca
- **Mail:** 563 St. Mary's Road, Winnipeg, MB R2M 3L6
- **Fax:** 204-237-1775

If you have questions, please refer to the Poppy Manual or contact Provincial Command for guidance.

Thank you for your continued efforts in supporting our Veterans.

Sincerely,

Cody Klassen

Provincial Service Officer

2026/2027 MEMBERSHIP PER CAPITA TAX RATES

PORTIONS	2026	2026	2026	2027	2027	2027
	Dominion Command/ Legion Magazine	Provincial Command	Full Year	Dominion Command/ Legion Magazine	Provincial Command	Full Year
01- BC/YUKON	\$27.51	\$19.00	\$46.51	\$27.51	\$21.00	\$48.51
02- ALBERTA-NWT	\$27.51	\$13.50	\$41.01	\$27.51	\$13.50	\$41.01
03- SASKATCHEWAN	\$27.51	\$14.60	\$42.11	\$27.51	\$14.60	\$42.11
04- MB /NWO	\$27.51	\$11.00	\$38.51 (\$39.51)	\$27.51	\$11.00	\$38.51 (\$39.51)
05- ONTARIO	\$28.51	\$15.00	\$43.51	\$28.51	\$15.00	\$43.51
06- QUEBEC	\$27.51	\$16.20	\$43.71 (\$43.09)	\$27.51	\$16.20	\$43.71 (\$43.09)
07- NB	\$28.76	\$16.00	\$44.76	\$28.76	\$16.00	\$44.76
08- NS/ NUNAVUT	\$28.64	\$12.10	\$40.74 (\$39.61)	\$28.64	\$12.10	\$40.74 (\$39.61)
09- P.E. I.	\$28.76	\$14.10	\$42.86 (\$41.61)	\$28.76	\$14.10	\$42.86 (\$41.61)
10- NFLD / LB	\$28.76	\$14.00	\$42.76	\$28.76	\$14.00	\$42.76
17- EASTERN US	\$26.49	\$4.00	\$30.49	\$26.49	\$4.00	\$30.49
18- WESTERN US	\$32.94	\$0.00	\$32.94	\$32.94	\$0.00	\$32.94
19- EUROPE	\$26.89	\$0.00	\$26.89	\$26.89	\$0.00	\$26.89

(Legion Magazine subscription rate \$12.49 plus applicable Provincial taxes)
Effective January 1st, 2026.