



## *Greater New Jersey United Methodist Women*

### **FINANCIAL SCHEDULES FOR PLEDGES GIVEN TO UNITED METHODIST WOMEN**

#### **Local Units Send checks to District by the Following Dates:**

- March 26
- June 26
- September 26
- December 1

#### **District Units Send Checks to Conferences by the Following Dates:**

- March 28
- June 28
- September 28
- December 5

#### **According to the “United Methodist Women Finance Handbook the Following Measures are to be Completed by Each Unit Every Year.**

##### **Audits for Local Units**

Audits for local units must be completed every year by May 1<sup>st</sup> with copies sent to:

- Local President
- Local Treasurer
- District Treasurer

For small units, a review of the account may be done by a certified accountant.

##### **Audits for District Units**

Audits for District Units must be completed every year by April 1<sup>st</sup> with copies sent to

- District President
- District Treasurer
- Conference Treasurer

##### **Audits for Conference Units**

Audits for Conference Units must be completed every year by April 1<sup>st</sup> with copies sent to:

- Conference President
- Conference Treasurer
- Regional Treasurer

**All checks received by any local, district, or conference treasurer must be deposited into the bank within one week unless there are unexpected circumstances.**