



State of Tennessee
312 Rosa L. Parks Avenue, 8th Floor
Nashville, Tennessee 37243
615-741-2555

**DISASTER RELIEF
FUNDRAISING
QUARTERLY FINANCIAL
REPORT**

For Office Use Only

INSTRUCTIONS: Any charitable organization other than a bona fide religious institution, which solicited and received contributions exceeding twenty-five thousand dollars (\$25,000) for a charitable purpose related to a disaster between May 1, 2010, and May 20, 2011, shall file a financial report with the secretary of state on June 30, 2011. The report shall detail all funds received and expended by the organization as a result of the solicitation. After June 30, 2011, the organization shall file quarterly financial reports with the secretary of state detailing the money raised and expended by the organization as a result of the solicitation, until the funds are expended. The quarterly reports shall be filed within thirty (30) days of the close of the quarter.

- 1. Organization Name: _____
 - 2. Address: _____
 - 3. Phone Number: _____ 4. Registration Number (if applicable) _____
 - 5. Disaster for which contributions were solicited: _____
 - 6. Financial Period: 1st Quarter 2nd Quarter
 3rd Quarter 4th Quarter
- ____ Month ____ Day, ____ Year to ____ Month ____ Day, ____ Year

I. Beginning Balance (if applicable)		\$ _____
II. Gross Contributions received as a result of solicitations (current quarter)		\$ _____
III. Expenses (current quarter)		
Program Services:	\$ _____	
Gifts/Grants	\$ _____	
Fundraising	\$ _____	
Administrative	\$ _____	
Other (attach schedule)	\$ _____	
	Total Expenses	\$ _____
IV. Remaining Balance (if applicable)		\$ _____

