

less you are sure it will reach the Treasurer before the books are closed.

Next—Fyle all your receipts carefully, and note the date when Treasurer received the money, for all receipts are sent out at once. If you fail to get a receipt within a few days, make inquiry at once, giving full particulars. Your receipts should tally with your Annual Report, as well as the printed Financial Statement. If money has been sent in any other way, or to any other persons than our own Home and Foreign Treasurers, make a special note of that fact in both Association and Convention Reports, giving amounts, etc., but do not include it in the amounts sent to our own Treasurers. This will help wonderfully.

Next—if you watch the "Link" and "Visitor" carefully each month, you will find a report of all contributions received the month previous. Be sure to watch the dates named. If the report says "From Oct. 15th. to Nov. 15th." it means just that and no more, and if you have sent any money between those dates and have the receipt, and it is not reported, write and find out about it at once. Keep your Financial accounts straight and right up to date. It is far the best way.

Perhaps you will find the last contribution from your Band in October was received too late, in which case it will appear in the first monthly Financial Report in the "Link" and "Visitor." If so, start your Financial year with that amount, and see if your Report will tally with the Convention Report next year.

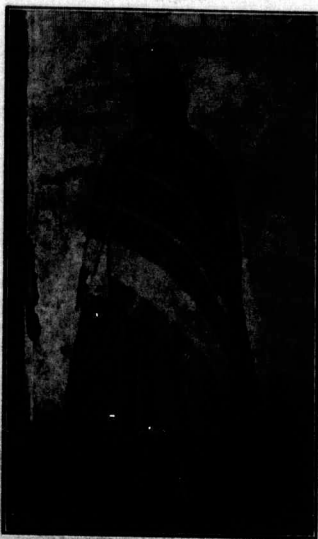
Then remember to send your money to the proper person. Mrs. Glenn H. Campbell, 113 Balmoral Ave., Toronto, receives all contributions for Foreign Missions, and all Home Mission Funds are sent through the Divisional Treasurers, whose names appear at the top of the Financial Statement of each Association as printed in December "Visitor." This is import-

ant, as your Band Secretary recently received contributions from 3 Bands, which had to be forwarded to the Treasurers, thus causing unnecessary delay.

If you send a cheque that is not payable at par in Toronto, do not forget that 15c will have to be deducted for exchange. Better send a P.O. Money Order.

Take nothing for granted. Write plainly, stating amount, whether for Home or Foreign Missions, name and address of Treasurer of Band, also name and place of Church to which Band is attached. Be especially clear when dealing with money matters. It will help so much.

Your Band Sec'y., A. S. M.



The Indian Woman