14 May 2020

Dear Friend

**Statistics for Year Ending 30 June 2020**

We know it can be a chore to provide statistics, but they are needed so that we can serve you better. This year we have simplified the financial statistics form, asking for selected information, most of which is used to determine your assessment payment (levy) to Partners. One invoice from your Convening Partner covers national and regional dues.

Forms are now emailed to churches where this is possible. A small number are posted.

|  |  |  |
| --- | --- | --- |
| **Form** | **ref.** | **Date for return to UCANZ** |
| Membership Statistics | C2 | 31 July 2020 |
| Financial Statistics | C3 | 30 September 2020 |
| Financial Review Certificate  *and completed accounts* | C6 | *Once review is complete* |

Also attached or enclosed are completion instructions for forms C2 and C3. If your financial statements are NOT available by 30 September 2020, please send draft figures and supply the final version when accounts are completed. Please also email or post a copy of the completed accounts when available.

This is a most unusual year which will, among many other things, affect the June worship number count. Fortunately, many congregations are still gathering online. (Zoom, Facebook streaming etc.) Please include all such events using actual or best estimates of attendees. And please record the platform used for these events in 4c on Form C2.

A copy of each form should be retained for your records. Thank you for completing these forms. They are also available from the UCANZ website:

[www.ucanz.org.nz/resources](http://www.ucanz.org.nz/resources)

Margaret Pitt  
**UCANZ** Administrator