

SSC COMPLIANCE CHECKLIST – 2026/2027

Email all required Compliance documents to: finance@bcpc-aclc.ca and always cc League Rep.

DOCUMENT	DUE TO BCPC	DATE SENT
AGM DATE	September 1	
ACC9 – Year End (balanced & signed)	September 30	
BCPC ASSESSMENT	1 st Instalment: Jan. 15	
	2 nd Instalment: Mar. 15	
AGM Minutes & Budget (2026 – 2027)	Within 30 days of AGM	
SSC INFORMATION SHEET (BCF200)	Following SSC AGM & if Changes to Directors	
FILED Statement of Directors (copy of AGM Minutes)	Within 30 days of AGM	
T3010 FILED (copy to BCPC)	February 28	
ACR INFORMATION SHEET (BCF207)	February 28	
SSC ANNUAL REPORT (BCF202)	April 30	
SOCIETY MEMBERSHIP RECORDS (BCF213)	Sept 1, Dec 1, Mar 1, & June 1	

SSC EXECUTIVE MEETING MINUTES (due within 30 days of meeting)

SEPTEMBER		MARCH	
OCTOBER		APRIL	
NOVEMBER		MAY	
DECEMBER		JUNE	
JANUARY		JULY	
FEBRUARY		AUGUST	

ACC9 Monthly Financials (due monthly)

SEPTEMBER (due Oct 31)		MARCH (due Apr 30)	
OCTOBER (due Nov 30)		APRIL (due May 31)	
NOVEMBER (due Dec 31)		MAY (due Jun 30)	
DECEMBER (due Jan 31)		JUNE (due Jul 31)	
JANUARY (due Feb 28)		JULY (due Aug 31)	
FEBRUARY (due Mar 31)		AUGUST (due Sept 30)	