



STATE OF ARIZONA
CORPORATION COMMISSION
CORPORATION ANNUAL REPORT
& CERTIFICATE OF DISCLOSURE

Arizona Corporation Commission



00398498

DUE ON OR BEFORE 04/08/2002

FY01-02

FILING FEE \$10.00

The following information is required by A.R.S. §§10-1622 & 10-11622 for all corporations organized pursuant to Arizona Revised Statutes, Title 10. The Commission's authority to prescribe this form is A.R.S. §§10-121.A. & 10-3121.A. **YOUR REPORT MUST BE SUBMITTED ON THIS ORIGINAL FORM.** Make changes or corrections where necessary. Information for the report should reflect the current status of the corporation. See instructions for proper format. **REFER TO THE INSTRUCTIONS ON PAGE 4.**

1. -0127443-1

BARCELONA MANOR ASSOCIATION, INC.
6360 N BARCELONA LN
TUCSON, AZ 85704

FEB 25 2002

ARIZONA CORP. COMMISSION
CORPORATIONS DIVISION

Business Phone: _____ (Business phone is optional.)

State of Domicile: **ARIZONA**

Type of Corporation: **NON-PROFIT**

2. Arizona Statutory Agent: **PAUL ASH MANAGEMENT CO**
Street Address: **2026 E PRINCE RD**
TUCSON, AZ 85719

City, State, Zip:

Use this box only if appointing a new Statutory Agent

ACC USE ONLY

Fee \$ 10

Penalty \$ _____

Reinstate \$ _____

Expedite \$ _____

Resubmit \$ _____

If appointing a new statutory agent, the new agent **MUST** consent to that appointment by signing below.

I, (individual) or We, (corporation or limited liability company) having been designated the new Statutory Agent, do hereby consent to this appointment until my removal or resignation pursuant to law.

Signature of new Statutory Agent

3. Secondary Address:

(Foreign Corporations are
REQUIRED to complete
this section.)

4. Check the one category below which best describes the CHARACTER OF BUSINESS of your corporation.

BUSINESS CORPORATIONS

- | | |
|---|--|
| ☐ 1. Accounting | ☐ 20. Manufacturing |
| ☐ 2. Advertising | ☐ 21. Mining |
| ☐ 3. Aerospace | ☐ 22. News Media |
| ☐ 4. Agriculture | ☐ 23. Pharmaceutical |
| ☐ 5. Architecture | ☐ 24. Publishing/Printing |
| ☐ 6. Banking/Finance | ☐ 25. Ranching/Livestock |
| ☐ 7. Barbers/Cosmetology | ☐ 26. Real Estate |
| ☐ 8. Construction | ☐ 27. Restaurant/Bar |
| ☐ 9. Contractor | ☐ 28. Retail Sales |
| ☐ 10. Credit/Collection | ☐ 29. Science/Research |
| ☐ 11. Education | ☐ 30. Sports/Sporting Events |
| ☐ 12. Engineering | ☐ 31. Technology(Computers) |
| ☐ 13. Entertainment | ☐ 32. Technology(General) |
| ☐ 14. General Consulting | ☐ 33. Television/Radio |
| ☐ 15. Health Care | ☐ 34. Tourism/Convention Services |
| ☐ 16. Hotel/Motel | ☐ 35. Transportation |
| ☐ 17. Import/Export | ☐ 36. Utilities |
| ☐ 18. Insurance | ☐ 37. Veterinary Medicine/Animal Care |
| ☐ 19. Legal Services | ☐ 38. Other _____ |

NON-PROFIT CORPORATIONS

- | |
|--|
| ☐ 1. Charitable |
| ☐ 2. Benevolent |
| ☐ 3. Educational |
| ☐ 4. Civic |
| ☐ 5. Political |
| ☐ 6. Religious |
| ☐ 7. Social |
| ☐ 8. Literary |
| ☐ 9. Cultural |
| ☐ 10. Athletic |
| ☐ 11. Science/Research |
| ☐ 12. Hospital/Health Care |
| ☐ 13. Agricultural |
| ☐ 14. Animal Husbandry |
| ☒ 15. Homeowner's Association |
| ☐ 16. Professional, commercial
industrial or trade association |
| ☐ 17. Other _____ |

5. CAPITALIZATION: (Business Corporations and Business Trusts are **REQUIRED** to complete this section.)

Business trusts must indicate the number of transferable certificates held by trustees evidencing their beneficial interest in the trust estate.

Number of Shares/Certificates Authorized	Class	Series Within Class (if any)
--	-------	------------------------------

Number of Shares/Certificates Issued	Class	Series Within Class (if any)
--------------------------------------	-------	------------------------------

6. SHAREHOLDERS: (Business Corporations and Business Trusts are **REQUIRED** to complete this section.)

List shareholders holding more than 20% of any class of shares issued by the corporation, or having more than a 20% beneficial interest in the corporation. **Please Type or Print Clearly.**

Name: _____ Name: _____

NONE ☐

Name: _____ Name: _____

7. OFFICERS Please Type or Print Clearly.

Name: Charles Walko

Title: Vice President

Address: 541 W. Yucca Ct.
Tucson 85704

Date taking office: Jan. 2002

Name: Michael Rossmann

Title: Secretary

Address: 6335 N. Barcelona Ln, #722
Tucson 85704

Date taking office: Jan 2001

Name: Susan C. Tooley

Title: Treasurer

Address: P.O. Box 35252
Tucson AZ 85740

Date taking office: March 2001

Name: _____

Title: _____

Address: _____

Date taking office: _____

8. DIRECTORS Please Type or Print Clearly.

Name: Michelle Ochoa

Address: 5211 N Barcelona Ct
#1016 Tucson 85740

Date taking office: March 2001

Name: _____

Address: _____

Date taking office: _____

Name: John Lonien

Address: 12715 N. Pioneer Way
Tucson AZ 85737

Date taking office: Dec 2001

Name: _____

Address: _____

Date taking office: _____

12/31/01
1:37 p.m.

CASH FLOW STATEMENT WITH BUDGETS

BARCELONA MANOR ASSOCIATION, INC

Page 04
Cash Basis

	----- 1 MONTH ENDED 12/31/01 -----				----- 12 MONTHS ENDED 12/31/01 -----			
	ACTUAL	BUDGET	VARIANCE	%	ACTUAL	BUDGET	VARIANCE	%
	A	B	C=B-A	D=C/B	E	F	G=F-E	H=G/F
OTHER EXPENSES								
INSURANCE	3,282.06	1,820.00	1,462.06	80.3U	25,121.86	21,840.00	3,281.86	15.0U
ASSESSMENTS	0.00	0.00	0.00	-----	249.41	0.00	249.41	-----U
STATE INCOME TAX	0.00	4.00	4.00	100.0	116.00	42.00	74.00	176.2U
TOTAL OTHER EXPENSES	3,282.06	1,824.00	1,458.06	79.9U	25,487.27	21,882.00	3,605.27	16.5U
CAPITAL EXPENDITURES								
WATER HEATERS	3,933.68	0.00	3,933.68	-----U	3,933.68	0.00	3,933.68	-----U
TOTAL CAPITAL EXPENDITURES	3,933.68	0.00	3,933.68	-----U	3,933.68	0.00	3,933.68	-----U
TOTAL ALL EXPENSES	34,326.04	25,095.00	9,231.04	36.8U	332,383.61	302,737.00	29,646.61	9.8U
NET INCOME (LOSS)	46.64	8,367.00	8,320.36	99.4U	41,627.72	58,535.00	16,907.28	28.9U
RESERVES								
RESERVE RECEIPTS	0.00	(4,572.00)	4,572.00	100.0U	0.00	(33,432.00)	33,432.00	100.0U
TOTAL RESERVES	0.00	(4,572.00)	4,572.00	100.0U	0.00	(33,432.00)	33,432.00	100.0U
INCR(+) OR DECR(-) TO CASH								
SECURITY DEPOSIT	723.40	0.00	723.40	-----	4,002.25	0.00	4,002.25	-----
CLUBHOUSE SEC DEPOSIT RECEIVED	50.00	0.00	50.00	-----	175.00	0.00	175.00	-----
CLUBHOUSE SEC DEPOSIT RETURNED	0.00	0.00	0.00	-----	(805.98)	0.00	805.98	-----
FEDERAL INCOME TAX	0.00	0.00	0.00	-----	(423.00)	0.00	423.00	-----
TOTAL INCR(+) OR DECR(-) TO CASH	773.40	0.00	773.40	-----	2,948.27	0.00	2,948.27	-----
CASH FLOW	820.04	12,939.00	12,118.96	93.7U	44,575.99	91,967.00	47,391.01	51.5U
ENDING CASH BALANCE	105,881.99	118,000.95	12,118.96	10.3	105,881.99	153,273.00	47,391.01	30.9

U = Unfavorable

12/31/01
1:37 p.m.

CASH FLOW STATEMENT WITH BUDGETS

BARCELONA MANOR ASSOCIATION, INC

Page 03
Cash Basis

	----- 1 MONTH ENDED 12/31/01 -----				----- 12 MONTHS ENDED 12/31/01 -----			
	ACTUAL	BUDGET	VARIANCE	±	ACTUAL	BUDGET	VARIANCE	±
	A	B	C=B-A	D=C/B	E	F	G=F-E	H=G/F
ELECTRICAL	9.26	0.00	9.26	-----U	134.30	0.00	134.30	-----U
PLUMBING	66.85	400.00	333.15	83.3	5,046.55	4,800.00	246.55	5.1U
DOORS AND WINDOWS	0.00	0.00	0.00	-----	835.22	0.00	835.22	-----U
CLEANING SUPPLIES & EQUIPMENT	210.01	100.00	110.01	110.0U	1,187.26	1,200.00	12.74	1.1
LANDSCAPING	1,500.00	1,500.00	0.00	0.0	20,321.87	18,700.00	1,621.87	8.7U
POOL & RECREATION	32.06	100.00	67.94	67.9	2,329.16	2,850.00	520.84	18.3
VEHICLES	0.00	50.00	50.00	100.0	270.69	600.00	329.31	54.9
TOOLS & HARDWARE SUPPLIES	257.79	0.00	257.79	-----U	300.24	0.00	300.24	-----U
PARKING LOT	0.00	0.00	0.00	-----	55.00	0.00	55.00	-----U
ROOFING REPAIRS	0.00	50.00	50.00	100.0	1,390.19	600.00	790.19	131.7U
LIGHTING SUPPLIES	168.85	25.00	143.85	575.4U	1,465.16	300.00	1,165.16	388.4U
PAGERS	32.18	14.00	18.18	129.9U	189.69	168.00	21.69	12.9U
MAINTENANCE EXPENSE	0.00	600.00	600.00	100.0	1,223.19	7,200.00	5,976.81	83.0
PATIO	73.64	0.00	73.64	-----U	925.81	0.00	925.81	-----U
TOTAL MAINTENANCE & REPAIR	3,072.99	3,564.00	491.01	13.8	52,903.57	46,393.00	6,510.57	14.0U
UTILITIES								
ELECTRIC	3,778.18	3,600.00	178.18	5.0U	43,745.11	43,200.00	545.11	1.3U
GAS	2,532.63	3,667.00	1,134.37	30.9	37,856.92	37,002.00	854.92	2.3U
WATER	7,371.96	3,000.00	4,371.96	145.7U	53,117.23	48,000.00	5,117.23	10.7U
SEWER	2,324.43	1,225.00	1,099.43	89.8U	14,216.71	14,700.00	483.29	3.3
TOTAL UTILITIES	16,007.20	11,492.00	4,515.20	39.3U	148,935.97	142,902.00	6,033.97	4.2U
TOTAL OPERATING DISBURSEMENTS	27,110.30	23,271.00	3,839.30	16.5U	302,962.66	280,855.00	22,107.66	7.9U
NET OPERATING INCOME	7,262.38	10,191.00	2,928.62	28.7U	71,048.67	80,417.00	9,368.33	11.7U

U = Unfavorable

12/31/01
1:37 p.m.

CASH FLOW STATEMENT WITH BUDGETS

BARCELONA MANOR ASSOCIATION, INC

Page 02
Cash Basis

	----- 1 MONTH ENDED 12/31/01 -----				----- 12 MONTHS ENDED 12/31/01 -----			
	ACTUAL	BUDGET	VARIANCE	%	ACTUAL	BUDGET	VARIANCE	%
	A	B	C=B-A	D=C/B	E	F	G=F-E	H=G/F
EXPENSES								
OPERATING EXPENSES								
ADMINISTRATIVE EXPENSE								
TELEPHONE	31.23	30.00	1.23	4.1U	552.22	360.00	192.22	53.4U
OFFICE EXPENSE	302.49	10.00	292.49	-----U	2,983.87	120.00	2,863.87	-----U
ACCOUNTING FEES	0.00	0.00	0.00	-----	216.80	500.00	283.20	56.6
LEGAL	0.00	25.00	25.00	100.0	3,545.61	300.00	3,245.61	-----U
TRAVEL & ENTERTAINMENT	53.55	0.00	53.55	-----U	224.73	0.00	224.73	-----U
MANAGEMENT FEE	1,200.00	1,200.00	0.00	0.0	14,400.00	14,400.00	0.00	0.0
OTHER	0.00	0.00	0.00	-----	50.00	0.00	50.00	-----U
PROMOTION	0.00	50.00	50.00	100.0	350.75	600.00	249.25	41.5
UNIFORM EXPENSE	0.00	100.00	100.00	100.0	1,008.85	1,200.00	191.15	15.9
BANK CHARGES	0.00	10.00	10.00	100.0	99.50	120.00	20.50	17.1
PERMITS/LICENSES	0.00	0.00	0.00	-----	223.50	0.00	223.50	-----U
TOTAL ADMININSTRATIVE EXPENSE	1,587.27	1,425.00	162.27	11.4U	23,656.03	17,600.00	6,056.03	34.4U
MANAGEMENT DISBURSEMENTS								
SALARIES AND WAGES	5,441.90	5,940.00	498.10	8.4	65,642.36	64,560.00	1,082.36	1.7U
PAYROLL TAXES AND BENEFITS	1,000.94	850.00	150.94	17.8U	11,692.23	9,400.00	2,292.23	24.4U
FIRE PROTECTION	0.00	0.00	0.00	-----	132.50	0.00	132.50	-----U
TOTAL MANAGEMENT DISBURSEMENTS	6,442.84	6,790.00	347.16	5.1	77,467.09	73,960.00	3,507.09	4.7U
MAINTENANCE & REPAIRS								
CLEANING SERVICE	0.00	0.00	0.00	-----	82.85	0.00	82.85	-----U
RUBBISH REMOVAL	708.81	690.00	18.81	2.7U	8,298.45	8,280.00	18.45	0.2U
EXTERMINATING	0.00	25.00	25.00	100.0	1,592.50	1,575.00	17.50	1.1U
PAINTING/DECORATING	0.00	10.00	10.00	100.0	377.03	120.00	257.03	214.2U
COMMON AREA MAINTENANCE	2.91	0.00	2.91	-----U	6,784.26	0.00	6,784.26	-----U
HVAC	10.63	0.00	10.63	-----U	94.15	0.00	94.15	-----U

U = Unfavorable

12/31/01
1:37 p.m.

CASH FLOW STATEMENT WITH BUDGETS
BARCELONA MANOR ASSOCIATION, INC

Page 01
Cash Basis

	1 MONTH ENDED 12/31/01				12 MONTHS ENDED 12/31/01			
	ACTUAL	BUDGET	VARIANCE	%	ACTUAL	BUDGET	VARIANCE	%
	A	B	C=B-A	D=C/B	E	F	G=F-E	H=G/F
CASH ACCOUNT DETAIL								
CASH IN CHECKING	6,607.92	6,607.92			423.62	423.63		
CASH IN MONEY MARKET CHECKING	35,170.75	35,170.75			59,363.97	59,363.97		
TRANSFER	(40.00)	(40.00)			0.00	0.00		
CASH IN RESERVE ACCOUNT	63,323.28	63,323.28			1,518.40	1,518.40		
BEGINNING CASH BALANCE	105,061.95	105,061.95			61,306.00	61,306.00		
RECEIPTS								
ASSESSMENTS	33,166.38	32,312.00	854.38	2.6	355,417.11	347,472.00	7,945.11	2.3
OTHER RECEIPTS								
LATE CHARGES	117.80	50.00	67.80	135.6	1,351.88	600.00	751.88	125.3
LAUNDRY MACHINES	792.50	950.00	157.50	16.60	11,192.15	11,400.00	207.85	1.80
INTEREST	152.00	150.00	2.00	1.3	2,555.05	1,800.00	755.05	42.0
INSURANCE	0.00	0.00	0.00	----	162.77	0.00	162.77	----
MISCELLANEOUS INCOME	30.00	0.00	30.00	----	673.50	0.00	673.50	----
OTHER	114.00	0.00	114.00	----	2,193.87	0.00	2,193.87	----
LEGAL	0.00	0.00	0.00	----	350.00	0.00	350.00	----
TRANSFER FEE	0.00	0.00	0.00	----	40.00	0.00	40.00	----
CLUBHOUSE	0.00	0.00	0.00	----	75.00	0.00	75.00	----
TOTAL OTHER RECEIPTS	1,206.30	1,150.00	56.30	4.9	18,594.22	13,800.00	4,794.22	34.7
TOTAL RECEIPTS	34,372.68	33,462.00	910.68	2.7	374,011.33	361,272.00	12,739.33	3.5
GROSS INCOME	34,372.68	33,462.00	910.68	2.7	374,011.33	361,272.00	12,739.33	3.5

U = Unfavorable

9. FINANCIAL DISCLOSURE (A.R.S. §§10-1622.B & 10-11622.A.9)

Nonprofit corporations **must attach** a financial statement (balance sheet including assets, liabilities and equity). All other forms of corporations are exempt from filing a financial disclosure.

9A. MEMBERS (A.R.S. § 10-11622.A.6) Nonprofit Corporations Only.

This corporation **does** ☒ **does not** ☐ have members.

10. CERTIFICATE OF DISCLOSURE (A.R.S. §§10-1622.A.8 & 10-11622.A.7)

Has ANY person serving either by election or appointment as an officer, director, trustee, incorporator and person controlling or holding more than 10% of the issued and outstanding common shares or 10% of any other proprietary, beneficial or membership interest in the corporation been: [Underlined portion pertains to profit corporations only]

1. Convicted of a felony involving a transaction in securities, consumer fraud or antitrust in any state or federal jurisdiction within the seven year period immediately preceding the execution of this certificate?
2. Convicted of a felony, the essential elements of which consisted of fraud, misrepresentation, theft by false pretenses or restraint of trade or monopoly in any state or federal jurisdiction within the seven year period immediately preceding execution of this certificate?
3. Or are subject to an injunction, judgment, decree or permanent order of any state or federal court entered within the seven year period immediately preceding execution of this certificate where such injunction, judgment, decree or permanent order involved the violation of:
 - (a) fraud or registration provisions of the securities laws of that jurisdiction, or
 - (b) the consumer fraud laws of that jurisdiction, or
 - (c) the antitrust or restraint of trade laws of that jurisdiction?

One box **must** be marked:

YES ☐

NO ☒

If "YES", the following information must be submitted as an attachment to this report for each person subject to one or more of the actions stated in Items 1. through 3. above.

- | | |
|---|---|
| 1. Full name and prior names used. | 5. Date and location of birth. |
| 2. Full birth name. | 6. Social Security Number |
| 3. Present home address. | 7. The nature and description of each conviction or judicial action; the date and location; the court and public agency involved, and the file or cause number of the case. |
| 4. Prior addresses (for immediate preceding 7 year period). | |

11. STATEMENT OF BANKRUPTCY (A.R.S. §§10-202.D.2 & 10-3202.02)

Has ANY person serving either by election or appointment as an officer, director, trustee, incorporator and person controlling or holding more than 20% of the issued and outstanding common shares or 20% of any other proprietary, beneficial or membership interest in the corporation served in such capacity or held a 20% interest in any other corporation during the bankruptcy, receivership, or charter revocation of the other corporation? [Underlined portion pertains to profit corporations only]

One box **must** be marked:

YES ☐

NO ☒

Chapter _____ Date Filed _____ Case Number _____

If "YES", the following information must be submitted as an attachment to this report for each person subject to the statement above:

- 1) The names and addresses of each corporation and the person or persons involved. 2) The state in which each corporation was incorporated b) transacted business. 3) The dates of corporate operation.

12. SIGNATURES

CAUTION: Annual Reports must be signed by a duly authorized officer. Annual Reports submitted with incorrect signatures will be rejected.

I DECLARE, UNDER PENALTY OF LAW, THAT ALL CORPORATE INCOME TAX RETURNS REQUIRED BY TITLE 43 OF THE ARIZONA REVISED STATUTES HAVE BEEN FILED WITH THE ARIZONA DEPARTMENT OF REVENUE.

I further declare under penalty of law that I (we) have examined this report and the certificate, including any attachments, and to the best of my (our) knowledge and belief they are true, correct and complete.

Name CHARLES T. WALKER Date 2/25/02 Name John L. Gwin Date 2-25-02
 Signature Charles T. Walker Signature John L. Gwin
 Title President Title Board Member
 (Signator(s) must be duly authorized corporate officer(s) listed in section 7 of this report.)

Annual Report Instruction Sheet - READ ME!

Page 4

This instruction sheet contains information about the annual reporting process for corporations doing business in Arizona. Every corporation in Arizona must submit an Annual Report to the Corporations Division of the Arizona Corporation Commission once a year. This is the only notice and form you will receive. Corporations must use this Annual Report Form prescribed and furnished by the Arizona Corporation Commission. **No other form or format is allowed.** The Commission's computerized imaging system cannot work with other forms or formats. **IMPORTANT:** This Annual Report must be correctly filled out and submitted by the assigned due date or the corporation may have its authority and operating status revoked by the State of Arizona. According to A.R.S. §10-1622.F., penalties accrue on business corporation annual reports which are submitted late (after the due date). Use the check off boxes on this sheet as you complete the form.

The Corporation Commission has completed the form with information we have available regarding the corporation. Please verify each line. Strike out incorrect information by drawing a line through the incorrect data. Correct information should be legibly written above or to the side of the struck, incorrect information. The entirety of this document is public record, including addresses cited.

- ☐ **Section 1.** All corporations must state their name, address, zip code, domicile state, and type (e.g., nonprofit, business, sole, professional, business trust). Please list a business phone number.
- ☐ **Section 2.** All corporations must state the name and address of the current Statutory Agent for the corporation. Correct information about the Statutory Agent is vital to the legitimate authority and status of the corporation. The statutory agent must provide both a physical and mailing address. If statutory agent has a P.O. Box, then they must provide a physical description of their street address/location. New Statutory Agents must consent to their appointment by signing the appropriate line. A corporation must amend their records at the Commission anytime the Statutory Agent is changed or whenever the Agent's designated mailing address changes.
- ☐ **Section 3.** Foreign (out-of-state/country) corporations must state their known place of business in this state and in the jurisdiction in which they are incorporated. List the primary address in Section 1, and the secondary address in Section 3.
- ☐ **Section 4.** All corporations must check the category that best describes the character of their corporation in the applicable business or nonprofit corporation area.
- ☐ **Section 5.** All business corporations must indicate the number of shares which they have authorized, the class and series. All business trusts must indicate the number of transferable certificates held by trustees.
- ☐ **Section 6.** All business corporations must indicate the list of applicable shareholders.
- ☐ **Section 7.** Please list all principal officers. All corporations must have at least **one** duly authorized officer, with address.
- ☐ **Section 8.** Please list all directors. All corporations must have at least **one** director per A.R.S. §§10-803.A & 10-3803.A.
- ☐ **Section 9.** All Nonprofit corporations must file a financial disclosure statement. Nonprofit corporations meet their obligation by attaching one of the following documents: 1) Their most recent copy of Page 2, Form 99 filed with the Arizona Department of Revenue; OR 2) A copy of the corporation's Charitable Organization Financial Statement as filed with the Arizona Secretary of State pursuant to A.R.S. §44-6552; OR 3) A copy of the corporation's Treasurer's Report/Financial Statement prepared for the current fiscal year; OR 4) A copy of the financial statement prepared for the corporation's members; OR 5) A statement that the corporation conducted no business in Arizona in the past year. All other forms of corporations are exempt from filing a financial disclosure. All Nonprofit Corporations must also indicate whether or not the corporation has members.
- ☐ **Section 10.** All corporations must check either YES or NO in the Certificate of Disclosure. Those who check the "YES" box must supply the attachment required and explained in section 10.
- ☐ **Section 11.** All corporations must check either YES or NO in the Statement of Bankruptcy. Those who check the "YES" box must supply the attachment required and explained in section 11.
- ☐ **Section 12.** All corporations must read the declarations in this section. If they have complied, and if they have completed the Annual Report, then the applicable officer(s) listed in section 7 must acknowledge by signing the report. The signer(s) shall be at least one duly authorized officer.
- ☐ **Sign & Mail the Check and Annual Report.** Business corporations must send **\$45**, Nonprofit corporations **\$10**. Profit corporations are subject to penalties if their report is submitted after its assigned due date. Contact the Annual Report section at **602-542-3285 (Phoenix) or 520-628-6560 (Tucson)** or by FAX at **602-542-0082** for the penalty amount due.

MAKE CHECK PAYABLE TO:
MAIL OR DELIVER TO:

ARIZONA CORPORATION COMMISSION
c/o Annual Reports - Corporations Division
1300 West Washington or 400 West Congress
Phoenix, AZ 85007-2929 Tucson, AZ 85701-1347

Seek professional advice from your accountant, attorney, or other knowledgeable source if you need help with any section. The Commission's web site (www.cc.state.az.us) has more general information about annual reports and reporting requirements. The Annual Reports Section of the Corporations Division cannot give legal or tax advice, but you may call them with your other questions regarding this form at (602) 542-3285.