



**ZETA PHI BETA SORORITY, INCORPORATED  
GREAT LAKES REGION  
CHAPTER FINANCIAL REPORT  
FISCAL YEAR \_\_\_\_\_ - \_\_\_\_\_**

**THIS FORM MUST BE  
POSTMARKED BY OCTOBER  
31<sup>ST</sup> OR LATE FEES WILL BE  
ASSESSED.**

**UNDERGRADUATE CHAPTERS, PLEASE COMPLETE THE FOLLOWING:**

CHAPTER NAME: \_\_\_\_\_  
CHAPTER LOCATION: \_\_\_\_\_  
CHAPTER BASILEUS' NAME: \_\_\_\_\_  
BASILEUS' E-MAIL ADDRESS: \_\_\_\_\_  
ADDRESSEE'S NAME: \_\_\_\_\_  
(if residential)  
MAILING ADDRESS: \_\_\_\_\_

COLLEGE/UNIVERSITY NAME: \_\_\_\_\_  
ADVISOR'S NAME: \_\_\_\_\_  
ADVISOR'S TELEPHONE NUMBER: \_\_\_\_\_  
ADVISOR'S E-MAIL ADDRESS: \_\_\_\_\_  
SPONSORING CHAPTER: \_\_\_\_\_  
SPONSORING CHAPTER  
BASILEUS' NAME: \_\_\_\_\_

**PLEASE TYPE THIS FORM. LIST THE NAME OF EACH MEMBER FOR WHOM PER CAPITA IS PAID. ATTACH ADDITIONAL FORMS AS NECESSARY.**

**MAKE SURE TO INCLUDE THE CLASSIFICATION OF EACH MEMBER. THE CLASSIFICATIONS ARE AS FOLLOWS:**

G-Graduate                      GR-Graduate Reclaimed                      GT-Graduate Transfer                      NG-New Graduate  
UG-Undergraduate                      UGR-Undergraduate Reclaimed                      UGT-Undergraduate Transfer                      NUG-New Undergraduate

CLASS		NAME		ADDRESS					
TYPE	LAST	FIRST	STREET	CITY	STATE	ZIP	TELEPHONE	E-MAIL ADDRESS	

FEES				
CLASS	CHAPTER TAX	LATE FEE	PER CAPITA	LATE FEE
GRADUATE	\$50.00	\$5.00	\$20.00	\$5.00
UNDERGRADUATE	\$20.00	\$5.00	\$15.00	\$3.00

**PLEASE REMIT PAYMENT AND TWO (2) COPIES TO:**  
Soror LaDonna Randle  
Regional Tamias-Grammateus  
P.O. Box 5002  
Chicago, IL 60680-5002  
  
Make checks/money orders payable to Zeta Phi Beta  
Sorority, Incorporated, Great Lakes Region

CHAPTER TAX PAID \$	PER CAPITA NUMBER #	AMOUNT \$	SUBTOTAL \$	TOTAL \$
LATE FEE (TAX) \$	LATE FEE PER CAPITA #	AMOUNT \$	SUBTOTAL \$	

SUBMITTED BY: \_\_\_\_\_  
NAME AND TITLE \_\_\_\_\_  
TELEPHONE \_\_\_\_\_ DATE \_\_\_\_\_  
E-MAIL ADDRESS \_\_\_\_\_

FOR OFFICIAL USE ONLY	
DATE:	TYPE:
RECEIVED BY:	NUMBER: