

## INFORMATION FOR TREASURERS OF HOUSTON SLAA MEETINGS

The following is suggested for Houston SLAA groups. Each group should be registered with Fellowship Wide Services of SLAA. If your group is not registered or if you are not sure if you are registered, please visit the Fellowship Wide Services website at [www.slaafws.org/register](http://www.slaafws.org/register).

1. In accordance with the Fourth Tradition, each meeting should be autonomous in making its decision on what to do with excess funds. So it should be decided by a called group conscience how to distribute excess funds for your group.
2. Maintain a prudent reserve of collected funds. A prudent reserve can be equal to one month's rent to the meeting place, an amount sufficient to purchase new literature, or any other fixed amount that your group feels would be necessary to have in case of an emergency.
3. A suggestion for distribution of excess funds is 60% to the Houston Intergroup and 40% to Fellowship Wide Services. The group conscience may determine if different percentages are to be given to Intergroup or FWS.

Donations to Houston Intergroup may be made directly to the treasurer, Kathleen M., or you may use PayPal on our website [www.slaa-houston.org](http://www.slaa-houston.org). You may also give your donations to an Intergroup representative. Donations may be mailed to Houston Intergroup, P. O. Box 667442, Houston, TX 77266. Please make checks payable to Augustine Fellowship.

Donations to Fellowship Wide Services may be mailed directly to the national office at Augustine Fellowship, FWS, 1550 NE Loop 410, Suite 118, San Antonio, TX 78209. Pre-printed envelopes for donations are available from FWS.

**The following is an example of a letter if you do not have the pre-printed envelopes.**

Date:

This is a donation from SLAA Saturday 9:00 AM Men's Meeting at St. John the Divine in Houston, TX. Donation is in the amount of \$\_\_\_\_\_ ; check #\_\_\_\_\_.

Our assigned group number is #####

Please send receipt to me at the above address.