

**Request for Proposal #2020-01
Notice to Reader and Tax Filings for 2019
January 22, 2020**

Overview of Requirements : The National Aboriginal Trust Officers Association (NATOA) is seeking responses to this RFP for notice to reader and appropriate tax filings for the 2019 fiscal year. **Only members of NATOA are eligible to submit a response.**

Responses are due February 15th, 2020.

About National Aboriginal Trust Officers Association (NATOA)

NATOA is an incorporated charity, whose purpose is to provide Indigenous Peoples of Canada with the resources and information that will help them efficiently create, manage, and operate trusts as a means to ensure the seven generations yet unborn, can benefit from the goals and dreams of the present generation.

NATOA's goal is to be a highly professional and relevant resource for Indigenous Peoples in becoming self-sustaining and vital economic communities.

Financial Magnitude In 2019 we hired a consultant to act in the role of Director of Finance to manage the day to day bookkeeping. Based on our records, we earned revenue of approximately \$850k with 239 revenue transactions and 267 expenditure transactions, not including Credit Card transactions. We did not receive any donations nor issue any receipts and we do not own any assets.

In your submission please include the following:

- Your experience with charities similar to NATOA;
- Your experience with First Nations;
- Fee for services quote;
- List of information that you will need in order to complete the work;

Submit to: michele@natoa.ca

Only qualified companies will be contacted