



**St. Louis Equity Fund, Inc. (SLEFI) and  
Kansas City Equity Fund (KCEF)  
Tax and Reporting Calendar  
2016 – 2017**



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January 16, 2017:	Submit 4 <sup>th</sup> quarter 2016 status report in Tax Credit Manager (TCM). Send certifications, supporting documents, and copy of 2016 paid real estate tax bill to <a href="mailto:assetmanagement@slefi.com">assetmanagement@slefi.com</a>
February 15, 2017:	<b>Drafts of Federal, State, and City tax returns</b> to RubinBrown at <a href="mailto:retax@rubinbrown.com">retax@rubinbrown.com</a> ; and to SLEFI at <a href="mailto:reporting@slefi.com">reporting@slefi.com</a>  <i>Note: RubinBrown will have tax return comments back to the preparers by February 22, 2017 as long as the drafts are received by RubinBrown no later than February 15, 2017.</i>
February 15, 2017:	<b>Audit work papers and drafts of audited financial statements</b> (if applicable) to RubinBrown at <a href="mailto:reaudit@rubinbrown.com">reaudit@rubinbrown.com</a> and to SLEFI at <a href="mailto:reporting@slefi.com">reporting@slefi.com</a>
No later than March 1, 2017:	<b>Final Federal, State, and City tax returns, including copies of the signed Missouri Eligibility Statements</b> , to RubinBrown at <a href="mailto:retax@rubinbrown.com">retax@rubinbrown.com</a> ; and to SLEFI at <a href="mailto:reporting@slefi.com">reporting@slefi.com</a>
No later than March 1, 2017:	<b>Final audited financial statements</b> including independence letters (dated no earlier than the audit report date) to RubinBrown at <a href="mailto:reaudit@rubinbrown.com">reaudit@rubinbrown.com</a> ; and to SLEFI at <a href="mailto:reporting@slefi.com">reporting@slefi.com</a>
March 1, 2017:	<b>Final reviewed or compiled financial statements</b> to SLEFI at <a href="mailto:reporting@slefi.com">reporting@slefi.com</a>
April 14, 2017:	Submit 1 <sup>st</sup> quarter 2017 status report in TCM. Send certification & supporting documents to <a href="mailto:assetmanagement@slefi.com">assetmanagement@slefi.com</a>
July 14, 2017:	Submit 2 <sup>nd</sup> quarter 2017 status report in TCM. Send certification & supporting documents to <a href="mailto:assetmanagement@slefi.com">assetmanagement@slefi.com</a>
October 13, 2017:	Submit 3 <sup>rd</sup> quarter 2017 status report in TCM. Send certification & supporting documents to <a href="mailto:assetmanagement@slefi.com">assetmanagement@slefi.com</a>
November 1, 2017:	Enter 2018 Budgets into TCM with a copy to <a href="mailto:assetmanagement@slefi.com">assetmanagement@slefi.com</a>

**Reminder:** Developments with more than 50 units are required to submit monthly financial statements to [assetmanagement@slefi.com](mailto:assetmanagement@slefi.com)