

Year-End Summary

Mail original no later than January 31, 2017. Keep a copy for your files.

NOTE: Please do not let the financial audit delay the filing of this form.

For the year ending December 31, 2016

Lodge Name and Number _____
Held at Town of _____
Street Address of Temple _____
Postal Address _____
County of _____

Stated Communication
As fixed by Bylaws of the Lodge

Time: _____

Week & Day of Month: _____

Number of Stated Communications During Year: _____

Number of Special Meetings During Year: _____

Total Number of Meetings: _____

Are your Articles of Incorporation up to date with the Secretary of State?

YES _____ NO _____

HAVE YOU FILED YOUR FORM 990 WITH THE I.R.S.? _____

If your gross income last year was \$50,000 or more, or if your gross receipts are normally over \$50,000, you must file a Form 990 or 990-EZ with the Internal Revenue Service before the 15th of the 5th month following the close of your fiscal year. You are subject to a fine for failure to do so.

If you are not required to file a Form 990 with the IRS, then your Lodge **is required** to file a Form 990-N using the internet.

Has this been filed? _____ **YES** _____ **NO**

Date of Election: _____, 2016
(See Chapter 8, Laws for Subordinate Lodges)

Date of Installation: _____, 20____
(See Chapter 9, Laws for Subordinate Lodges)

Number of Petitions for the Degrees during 2016: _____

Number Elected: _____

Number Rejected: _____

Number of Local Scholarships Presented: _____

Amount of Each Scholarship Presented: _____

Amount Donated to Schools: _____

2017 OFFICERS

_____ W.M.

_____ S.W.
_____ J.W.
_____ Treas.
_____ Sec.

_____ S.D.
_____ J.D.
_____ S.S.
_____ J.S.
_____ Tyler

FEES AND DUES

1. Total fees required for 3 Degrees \$ _____
(Include Grand Lodge fee of \$15)

NOTE: The minimum fees are \$50, as required by the Code, Section 1, Chapter 24, Laws for Subordinate Lodges.

2. Annual Dues per member (2016) \$ _____
(2017) \$ _____
(Include Grand Lodge dues of \$50 for 2016)

NOTE: The minimum annual dues for 2016 is \$54 as required by the Code, Chap. 42, Sec. 1 and Chap. 40, Sec. 1b, Laws for Subordinate Lodges.

3. Do your bylaws allow half year dues on raisings after July 1?

Yes _____ No _____

4. Do your bylaws allow half year dues on affiliations after July 1?

Yes _____ No _____

_____ Sec'y or W.M.
Affix the lodge seal after the Master or Secretary has signed these Returns in the space indicated above.

Fifty-Year Memberships

*List only those brothers who are alive and have completed 50 years of membership before January 1, 2014.
(See Chapter 40, Section 4, Laws for subordinate Lodges)*

Name in Full

Name in Full



Do you own your lodge hall? _____ Amount of indebtedness, if any, on lodge hall \$ _____
Amount of mortgage \$ _____
Interest rate..... _____
Due date _____
Nature and amount of other indebtedness..... \$ _____
Amount of insurance carried
On building \$ _____
On furniture and contents..... \$ _____

Names of Finance Committee

- 1. _____
- 2. _____
- 3. _____

Have your lodge accounts been audited? Yes _____ No _____

For the year ended December 31, 2016

LODGE INCOME AND EXPENDITURES FOR YEAR COVERED BY THIS REPORT

(A copy of your annual financial report to members will suffice.)

Cash balance January 1, 2016..... \$ _____

Receipts

Dues \$ _____

Fees _____

Rentals..... _____

Income on Investments _____

Miscellaneous (Itemize)..... _____

..... _____

..... _____

GROSS INCOME (Gross Receipts)..... \$ _____

Expenditures

Lodge Hall

Rent..... \$ _____

Taxes _____

Indebtedness:

Payment on principal _____

Payment on interest..... _____

Maintenance, repairs, etc., on building..... _____

Maintenance, repairs, etc., on contents..... _____

Insurance..... _____

Utilities..... _____

New equipment (Furniture, jewels, aprons, etc.)..... _____

Candidate materials (Aprons, Bibles, pins, etc.)..... _____

..... _____

..... _____

..... _____

..... _____

Total \$ _____

Expenditures - Continued

Salaries

Secretary \$ _____
Tyler _____
Janitor..... _____
Other Salaries..... _____
Total \$ _____

Grand Lodge Dues (Report amount actually paid out)

For year of Report..... \$ _____
Delinquent..... _____
Total \$ _____

(What is the balance in this fund?) \$ _____

Charity

Amount contributed by lodge as sole Masonic source of relief... \$ _____
Amount contributed by lodge jointly with other Masonic bodies _____
Total \$ _____

(What is the balance in this fund?) \$ _____

Miscellaneous

Printing and postage..... \$ _____
Entertainment..... _____
Meals and refreshments _____
Funerals, flowers, etc. _____
Other expenses (itemize if over \$50)..... _____
..... _____
..... _____
..... _____
..... _____
Total \$ _____

GRAND TOTAL EXPENDITURES \$ _____

Cash Balance December 31, 2016 \$ _____

_____, Treasurer or W.M.

_____, 2017 Dated