

# Year-End Summary

Mail original no later than January 31, 2021. 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, 2020

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: \_\_\_\_\_, 2019  
(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 2020: \_\_\_\_\_

Number Elected: \_\_\_\_\_

Number Rejected: \_\_\_\_\_

Number of Local Scholarships Presented: \_\_\_\_\_

Amount of Each Scholarship Presented: \_\_\_\_\_

Amount Donated to Schools: \_\_\_\_\_

## 2021 OFFICERS

\_\_\_\_\_ W.M.

(mailing address)

\_\_\_\_\_ S.W.

\_\_\_\_\_ J.W.

\_\_\_\_\_ Treas.

\_\_\_\_\_ Sec.

(mailing address)

\_\_\_\_\_ 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 (2020) \$ \_\_\_\_\_  
(2021) \$ \_\_\_\_\_

(Include Grand Lodge dues of \$50 for 2020)

**NOTE: The minimum annual dues for 2020 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 actual membership before January 1, 2014. (See Chapter 40, Section 4, Laws for subordinate Lodges)

**NAME IN FULL**

Blank lines for listing names in full.

W W

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, 2020

**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, 2020 ..... \$ \_\_\_\_\_

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, 2020 ..... \$ \_\_\_\_\_

\_\_\_\_\_, Treasurer or W.M.

\_\_\_\_\_, 2021 Dated