

THE GRAND HOLY ROYAL ARCH CHAPTNER OF PENNSYLVANIA - CAPITULAR DISTRICT NO. _____

REPORTING OF AUDITING COMMITTEE OF _____ ROYAL ARCH CHAPTER NO. _____

FEDERAL IDENTIFICATION NUMBER _____ DATE _____

To: The Most Excellent High Priest, Officers and Members of Chapter No. _____

The undersigned Auditing Committee respectfully reports that it has examined the books and accounts of the Treasurer and Secretary for the calendar year ending December 31, 20____, compared the records and accounts to be correct and the attached financial data statements to fairly represent the financial condition of this Chapter in accordance with the Constitution, Rules, Regulations and Edicts of the Grand Holy Royal Arch chapter of Pennsylvania and Generally Accepted Accounting Principals and Procedures. It has also examined the accounts of the Trustees and the Securities of the Chapter held by them and found them to be correct. (Please attach separate sheet of paper to these forms for any exceptions, if an explanation is required !)

Annual dues per member are \$ _____ Fee for degrees and membership are \$ _____
 Fees for membership only are \$ _____ Fees for dual membership are \$ _____
 Life Membership Fees AFTER TWENTY YEARS SERVICE IS \$ _____ (\$ 150.00 minimum)
 Life Membership Fees BEFORE TWENTY YEARS SERVICE IS \$ _____ (\$ 250.00 minimum)

MEMBERSHIP DATA AND FEES

MEMBERSHIP - JANUARY 1, 20____	(+)	_____	
MARKED DURING 20____	(+)	_____	
ADD ADMITTED DURING 20____	(+)	_____	
ADD RESTORED DURING 20____	(+)	_____	
TOTAL MEMBERSHIP DECEMBER 31, 20____	(-)	_____	
DEDUCT DECEASED DURING 20____	(-)	_____	
DEDUCT RESIGNED DURING 20____	(-)	_____	
DEDUCT SUSPENDED OR EXPELLED DURING 20____	(-)	_____	(-) _____
TOTAL DEDUCTIONS DECEMBER 31, 20____			
ACTUAL MEMBERSHIP DECEMBER 31, 20____			
DUES UNPAID TO THE CHAPTER AS OF DECEMBER 31, 20____		\$ _____	
NUMBER OF MEMBERS WITH DUES UNPAID AS OF THAT DATE		\$ _____	
DUES OVER PAID TO THE CHAPTER AS OF DECEMBER 31, 20____		_____	
NUMBER OF MEMBERS WITH DUES OVERPAID AS OF THAT DATE			
FIFTY YEAR MEMBERS ARE LIFE MEMBERS UNDER ARTICLE XIV OF THE CONSTITUTION OF THE GRAND HOLY ROYAL ARCH CHAPTER OF PENNSYLVANIA.			
FIFTY YEAR MEMBERS	(-)	_____	
REMITTED DUES MEMBERS	(-)	_____	
TOTAL NOT SUBJECT TO GRAND CHAPTER CHARGES			(-) _____
ACTUAL NUMBER MEMBERS SUBJECT TO GRAND CHAPTER CHARGES			_____
GRAND CHAPTER DUES PAYABLE @ \$.00 PER MEMBER			\$ _____
GRAND CHAPTER MARK DEGREE FEE PAYABLE @ \$.00 PER NEW MEMBER			\$ _____
GRAND CHAPTER DUAL MEMBERSHIP FEE PAYABLE @ \$.00 PER MEMBER ..			\$ _____
TOTAL DUE GRAND CHAPTER FOR YEAR ENDING DECEMBER 31, 20____			\$ _____

Dues and Assessments	\$ _____
Fees (Excluding Dual Membership)	\$ _____
Fees for Dual Membership	\$ _____
Life Membership Fees (Must be invested by Trustees)	\$ _____
Interest on Investments	\$ _____
Trustees sale of investment(s)	\$ _____
Interest on Treasurer Account(s)	\$ _____
Other Income (LIST)	\$ _____
Total Receipts	\$ _____
Balance in Treasurer's Account January 1, 20__	\$ _____

TOTAL RECEIPTS PLUS TREASURER'S ACCOUNT BALANCE

DISBURSEMENTS

Grand Chapter Dues and Fees	\$ _____
Rent	\$ _____
Trustees for Investment	\$ _____
Life Membership fees paid to Trustees	\$ _____
Fees Returned	\$ _____
Postage	\$ _____
Printing and Stationary	\$ _____
Refreshments	\$ _____
Supplies	\$ _____
Treasurer's Salary	\$ _____
Secretary's Salary	\$ _____
Tyler Salary	\$ _____
Taxes (ITEMIZE)	\$ _____
Bank Service Charges	\$ _____
Charity (LIST)	\$ _____
Jewel for Retiring Most Excellent High Priest	\$ _____
Masonic Clothing and Repair	\$ _____
Rent of Safety Deposit Box	\$ _____
Other Disbursements (LIST)	\$ _____
Total Disbursements	\$ _____
Balance in treasurer's Account December 31, 20__	\$ _____

Total Expenditures PLUS ending Balance

Section 2 TRUSTEES' ACCOUNTS (RECEIPTS)

A copy of the Trustees' Report may be substituted for this section providing it has all of the required information and is SIGNED BY ALL THREE (3) TRUSTEES.

From the Chapter for Investment:

Life Membership Fees	\$ _____
Other (LIST) ... EQUIPMENT FUND	\$ _____
Interest on Investments	\$ _____
Interest on Savings Account(s)	\$ _____
Dividends	\$ _____
Sale of Securities (LIST)	\$ _____

Total Trustee's Receipts

PAID TO THE SECRETARY:

INTEREST \$ _____
 DIVIDENDS \$ _____
 SALE OF SECURITIES \$ _____

TOTAL PAID TO SECRETARY \$ _____

PURCHASE OF SECURITIES \$ _____
 DEPOSITED IN SAVINGS ACCOUNT (S) (LIST) \$ _____
 TOTAL DISBURSEMENTS \$ _____

TRUSTEE FUNDS

THE CASH AND SECURITIES IN THE HANDS OF THE TRUSTEES ARE AS REPORTED BY THEM AT THE LAST STATED MEETING OF 20__ AND CONSIST OF THE FOLLOWING:

PERMANENT FUND

NAME OF SECURITY	BEGINNING OF YEAR COST AND / OR DATE OF PURCHASE IF BOUGHT DURING THE YEAR	END OF YEAR VALUE	INCOME	YIELD %
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

GENERAL FUND

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

GRAND TOTAL OF FUNDS _____

AUDIT COMMITTEE: We examined the Book of Marks and find all properly recorded.

PRINTED NAME	SIGNATURE	DATE	TELEPHONE NUMBER
* _____	_____	_____	_____
* _____	_____	_____	_____
* _____	_____	_____	_____
DISTRICT DEPUTY	_____	_____	_____

Add page(s) 4 if this page is not adequate to complete your investment information. Grand total on last page.

* FORM MUST BE SIGNED AND DATED *

