

# LOCAL LODGE FINANCIAL STATEMENT

Lodge Name: \_\_\_\_\_ Number: \_\_\_\_\_ For Period Ending: \_\_\_\_\_

## INCOME STATEMENT

1. **Receipts**
  - a. Dues and initiation fees ..... \$ \_\_\_\_\_
  - b. Fundraising ..... \$ \_\_\_\_\_
  - c. Interest and dividends ..... \$ \_\_\_\_\_
  - d. Other ..... \$ \_\_\_\_\_
2. **Total Receipts** ..... \$ \_\_\_\_\_
3. **Disbursements**
  - a. Community service\* ..... \$ \_\_\_\_\_
  - b. Fraternal support\*\* ..... \$ \_\_\_\_\_
  - c. Other ..... \$ \_\_\_\_\_
4. **Total Disbursements** ..... \$ \_\_\_\_\_
5. **Net Gain (Loss) line 2 minus line 4** ..... \$ \_\_\_\_\_

\*Community service – Report the total dollars spent by the local lodge to assist needy individuals or to improve the community at large. Include all monies disbursed by the local lodge as a spending unit for these purposes, including funds disbursed as a result of local lodge fundraising activities.

\*\*Fraternal support – Report total dollars spent to maintain and operate the lodge, carry out lodge activities or conduct fraternal events. Include expenditures which are necessary to maintain the local lodge as an organizational unit, including hall rent, postage, utilities, insurance, office supplies, etc. Also including expenditures related to the sponsorship of specific fraternal events or functions, including expenditures for advertising, entertainment, refreshments, etc.

## BALANCE SHEET

### Assets

6. **Cash on hand and in bank** ..... \$ \_\_\_\_\_
7. **Investments** ..... \$ \_\_\_\_\_
8. **Furniture and equipment** ..... \$ \_\_\_\_\_
9. **Other** ..... \$ \_\_\_\_\_
10. **Total Assets** ..... \$ \_\_\_\_\_

### LIABILITIES

11. **Mortgage or loan, if any** ..... \$ \_\_\_\_\_
12. **Other** ..... \$ \_\_\_\_\_
13. **Total Liabilities** ..... \$ \_\_\_\_\_
14. **Net Worth line 10 minus line 13** ..... \$ \_\_\_\_\_
15. **Total line 13 plus line 14** ..... \$ \_\_\_\_\_
16. **Net Worth as of Report Date item 14 above** ..... \$ \_\_\_\_\_
17. **Net Worth Prior Year-end** ..... \$ \_\_\_\_\_
18. **Net Increase (Decrease) line 16 minus line 17** ..... \$ \_\_\_\_\_

\_\_\_\_\_  
President's Name (please print)

\_\_\_\_\_  
Treasurer's or Financial Secretary's Name (please print)

\_\_\_\_\_  
President's Signature

\_\_\_\_\_  
Treasurer's or Financial Secretary's Signature

## REPORT OF AUDITING COMMITTEE

The balances in the various funds as per (\_\_\_\_\_) are as follows:

1. **General Fund** ..... \$ \_\_\_\_\_
2. **Other Funds list** ..... \$ \_\_\_\_\_  
 ..... \$ \_\_\_\_\_  
 ..... \$ \_\_\_\_\_
3. **Total** ..... \$ \_\_\_\_\_

The funds at left are held in the following banks and investments:

1. **General Fund** ..... \$ \_\_\_\_\_
2. **Other Funds list** ..... \$ \_\_\_\_\_  
 ..... \$ \_\_\_\_\_
3. **Cash held by Treasurer** ..... \$ \_\_\_\_\_
4. **Total to agree with item 3 at left** ..... \$ \_\_\_\_\_

\_\_\_\_\_  
Audit Committee Chair's Name (please print)

\_\_\_\_\_  
Audit Committee Chair's Signature

I, as the Audit Committee Chair, along with the Audit Committee, have audited the books of the Treasurer of our lodge for the period shown above and find them correct. The information recorded above is also correct and agrees with the books except as stated in the remarks on the attached sheet.

For Office Use Only:                      Date Received \_\_\_\_\_  
 Review completed by: \_\_\_\_\_

Date Reviewed \_\_\_\_\_

\_\_\_\_\_  
District President's Name (please print)

\_\_\_\_\_  
District President's Signature

**Lodges:** Upon completion of this form, print a copy, obtain the required signatures, retain a copy for your records and send a copy to your District President.  
**Lodge Deadline: February 9, 2018**