

**INCOME STATEMENT**

1. **Receipts**
  - a. Dues and initiation fees .....\$ \_\_\_\_\_
  - b. Fundraising.....\$ \_\_\_\_\_
  - c. Building income.....\$ \_\_\_\_\_
  - d. Interest and dividends.....\$ \_\_\_\_\_
  - e. Other (list) .....\$ \_\_\_\_\_
2. **Total Receipts**.....\$ \_\_\_\_\_
3. **Disbursements**
  - a. Community service\* .....\$ \_\_\_\_\_
  - b. Fraternal support\*\* .....\$ \_\_\_\_\_
  - c. Other (list) .....\$ \_\_\_\_\_
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. The amount shown here should be the same as that reported in the Community Service section of the NFCA Activity Questionnaire.

\*\* 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 include expenditures related to the sponsorship of specific fraternal events or functions, including expenditures for advertising, entertainment, refreshments, etc. The amount shown here should be the same as that reported in the Fraternal Support section of the NFCA Activity Questionnaire.

\_\_\_\_\_  
President's signature

\_\_\_\_\_  
Financial Secretary's signature

\_\_\_\_\_  
Secretary's signature

\_\_\_\_\_  
Treasurer's signature

**BALANCE SHEET**

- ASSETS**
6. **Cash on hand and in bank** .....\$ \_\_\_\_\_
  7. **Investments** .....\$ \_\_\_\_\_
  8. **Real estate** .....\$ \_\_\_\_\_
  9. **Furniture and equipment**.....\$ \_\_\_\_\_
  10. **Other (list)** .....\$ \_\_\_\_\_
  11. **TOTAL ASSETS**.....\$ \_\_\_\_\_
- LIABILITIES**
12. **Mortgage or loan, if any**.....\$ \_\_\_\_\_
  13. **Other (list)**.....\$ \_\_\_\_\_
  14. ....\$ \_\_\_\_\_
  15. ....\$ \_\_\_\_\_
  16. ....\$ \_\_\_\_\_
  17. **Total Liabilities**.....\$ \_\_\_\_\_
  18. **Net Worth line 11 minus line 17**.....\$ \_\_\_\_\_
  19. **TOTAL line 17 plus line 18**.....\$ \_\_\_\_\_
  20. **Net Worth as of Report Date (item 18 above)**.....\$ \_\_\_\_\_
  21. **Net Worth Prior Year-end**.....\$ \_\_\_\_\_
  22. **Net Increase (Decrease) line 20 minus line 21**.....\$ \_\_\_\_\_

**REPORT OF AUDITING COMMITTEE**

We, the undersigned members of the Auditing 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 below under remarks.

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

1. **General Fund**.....\$ \_\_\_\_\_
2. **Other Funds (list)**.....\$ \_\_\_\_\_
3. ....\$ \_\_\_\_\_
4. ....\$ \_\_\_\_\_
5. ....\$ \_\_\_\_\_
6. **TOTAL**.....\$ \_\_\_\_\_

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

7. ....\$ \_\_\_\_\_
8. ....\$ \_\_\_\_\_
9. ....\$ \_\_\_\_\_
10. ....\$ \_\_\_\_\_
11. **Cash held by Treasurer**.....\$ \_\_\_\_\_
12. **TOTAL (to agree with item 6 at left)**.....\$ \_\_\_\_\_

Remarks: \_\_\_\_\_  
Remarks: \_\_\_\_\_  
Remarks: \_\_\_\_\_

Signed at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_  
Signatures of Auditing Committee members