



DeMolay International

20 _____ Annual Financial Report

Include all financial activity from January 1 through December 31. Send completed report to your Executive Officer. Keep a copy for your files. All DeMolay Chapters, Pories, Parents Mothers' Clubs, Preceptories, and Courts must complete this report. The Rules & Regulations of DeMolay International require that DeMolay International collect this information.

Please send this completed report to your Executive Officer.

Chapter (or Priory, Club, Court, etc.) or Jurisdiction Name: _____

Location: _____

Tax ID#: _____

Chapter ID#: _____

NOTE: A copy of your year-end checking and saving account statements on **ALL** accounts (or appropriate Certificate of Funds on deposit as provided by bank) **MUST** be attached to this Annual Financial Report **WHICH IS SENT TO YOUR EXECUTIVE OFFICER.**

The individuals listed below are signatures on bank accounts:

Name

Title

Name

Title

Name

Title

All checks must have (*check one*)

1 signature

2 signatures

Cash in Bank - January 1, 20____.

INCOME:

Per Capita Dues	_____
Contributions (list those over \$250)	_____
Investments (Interest & Dividends)	_____
Publications & Supplies	_____
Fund Raising Projects	_____
Other	_____
Total Income:	_____

DISBURSEMENTS:

Salary	_____
Travel Expense	_____
Publications	_____
Telephone, Telegraph & Fax	_____
Utilities	_____
Insurance	_____
Depreciation	_____
Printing & Stationery	_____
Office Supplies	_____
Postage & Express	_____
Taxes	_____
Rent	_____
Entertainment	_____
Fund Raising	_____
Miscellaneous	_____
Total Disbursements:	_____

Ending Balance: _____

Total Cash in Bank, December 31, 20____.

Bank Account Number: _____

Name/Address of Bank: _____

Date: _____

Signed: _____

Presiding Officer