

COMMANDERY MINIMUM AUDIT FORM

To the Eminent Commander, Generalissimo, Captain General, and members of

_____ Commandery No. _____ Knights Templar of Texas.

We, your Auditing Committee, in accordance with the provisions of Articles 252 & 253 of the Statutes and Regulations of the Grand Commandery Knights Templar of Texas, having audited the books and records of the Treasurer and Secretary, submit our report.

_____ Commandery No. _____ located at _____, TX, District No. _____.

Statement of Receipts and Disbursements for the Year Ended Dec. 31, 20____

Cash on Hand and in Bank, Dec. 31, 20____ \$ _____

Receipts:

Donations & Gifts	\$ _____
Dues	\$ _____
Endowed Member Disbursement	\$ _____
Fees	\$ _____
Fundraisers	\$ _____
Interest Earned	\$ _____
Rent	\$ _____
Other	\$ _____
_____	\$ _____
Total Receipts	\$ _____
Total Beginning Cash and Receipts	\$ _____

Disbursements:

Charity and Donations	\$ _____
Grand Commandery Annual Returns	\$ _____
Insurance	\$ _____
Interest	\$ _____
Maintenance and Repairs	\$ _____
Newspaper Notices	\$ _____
Note Principal	\$ _____
Paraphernalia	\$ _____
Printing and Office Expense	\$ _____
Refreshments	\$ _____
Rent	\$ _____
Salaries	\$ _____
S.S. and other Taxes	\$ _____
Utility bills	\$ _____
_____	\$ _____
Total Disbursements	\$ _____

Cash on Hand and in Bank, Dec. 31, 20 ____ \$ _____

Statement of Net Worth December 31, 20 ____

Assets:

Cash on Hand and in Bank	\$ _____
Building	\$ _____
Furniture and Fixtures	\$ _____
Investments & Annuities	\$ _____
Land	\$ _____
_____	\$ _____
_____	\$ _____

Total Assets \$ _____

Liabilities:

Accounts Payable	\$ _____
Notes Payable	\$ _____
Secretary's Remuneration	\$ _____
Taxes Payable	\$ _____
_____	\$ _____

Total Liabilities \$ _____

Net Worth \$ _____

Total Liabilities and Net Worth \$ _____

Chairman

Member

Member

_____, 20 ____

PLEASE NOTE: THIS FORM IS TO BE SUBMITTED TO THE COMMANDERY UPON COMPLETION NO LATER THAN THE MARCH STATED MEETING, AND A COPY SUBMITTED TO THE GRAND RECORDER NO LATER THAN APRIL 1ST.