

# Service Chapter Audit Report

**Chapter Name** \_\_\_\_\_  
**Federal ID #:** \_\_\_\_\_

**Chapter No.** \_\_\_\_\_  
**Month/Year** \_\_\_\_\_

**Financial ASSETS**

*Bank Statement Reconciliation*

*refer to last month's bank statement(s)*

	Amount	Total
Checking		
Balance beginning of month		_____
<b>Add Deposits/Interest</b>	_____	
<b>Subtract Expenditures</b>	_____	
<b>Balance end of month</b>		_____

Outstanding NSF checks	_____	
Bank Charges	_____	
Outstanding checks	_____	
Deposit in Transit	_____	

**Savings**

Balance beginning of month		_____
<b>Add Deposits/Interest</b>	_____	
<b>Subtract Withdrawals</b>	_____	
<b>Balance end of month</b>		_____

**CD**

Balance beginning of month		_____
<b>Add Deposits/Interest</b>	_____	
<b>Subtract Withdrawals</b>	_____	
<b>Balance end of month</b>		_____

**Other**

Balance beginning of month		_____
<b>Add Deposits/Interest</b>	_____	
<b>Subtract Expenditures</b>	_____	
<b>Balance end of month</b>		_____

**Paraphernalia** (acct 1800) \_\_\_\_\_

Amount of Depreciation taken in April \_\_\_\_\_

**Liabilities outstanding bills to be paid**

Moose International	_____
Endowment Fund	_____
Recorder Comp	_____
Other	_____

**Donations made during the month**

Moose Charities	_____
Lodge	_____
Community Service	_____

**Membership**

**Updates Total**

**Membership last month's ending number** \_\_\_\_\_

Enrollments	_____
Reenrollments	_____
Reinstatements	_____
Transfer In	_____
Dues Paid (expired)	_____

**Total Additions** \_\_\_\_\_

Expired	_____
Deceased	_____
Transfer Out	_____
Resigned	_____

**Total Deductions** \_\_\_\_\_

**Total Active Membership** \_\_\_\_\_

**Membership totals for:**

<b>MultiMemberships</b>	_____
<b>Life Memberships</b>	_____
<b>Moosehaven Memberships</b>	_____
<b>50 Year Memberships</b>	_____

**Audit Committee & Officer Signatures:**

\_\_\_\_\_ Audit Chairman

\_\_\_\_\_ Audit Committee

\_\_\_\_\_ Audit Committee

\_\_\_\_\_ President

\_\_\_\_\_ Secretary/Treasurer

\_\_\_\_\_ Date Prepared

(revised 10/09)

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