

### 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. \_\_\_\_.

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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.