

COUNCIL MINIMUM AUDIT FORM

To the T:I: Master, R:I: Deputy Master and members of

_____ Council No. _____ R. & S.M.

We, your Auditing Committee, in accordance with the provisions of Articles C-041 & C-100 of the Constitution and Laws of the Grand Council of Royal and Select Masters of Texas, having audited the books and records of the Treasurer and Recorder, submit our report.

_____ Council No. _____ located at _____,

Texas, District No. _____.

Statement of Receipts and Disbursements for the Year Ended June 23, 20____

Cash on Hand and in Bank, June 23, 20 ____ \$ _____

Receipts:

Dues	\$	_____	
Fees	\$	_____	
Rent	\$	_____	
Other	\$	_____	
_____	\$	_____	
Total Receipts			\$ _____
Total Beginning Cash and Receipts			\$ _____

Disbursements:

Printing and Office Expense	\$	_____	
Newspaper Notices	\$	_____	
Charity and Flowers	\$	_____	
Aprons, etc	\$	_____	
Salaries	\$	_____	
S.S. and other Taxes	\$	_____	
Refreshments	\$	_____	
Utility bills	\$	_____	
Insurance	\$	_____	
Note Principal	\$	_____	
Interest	\$	_____	
Rent	\$	_____	
Maintenance and Repairs	\$	_____	
Grand Council Annual Returns	\$	_____	
_____	\$	_____	
_____	\$	_____	
Total Disbursements			\$ _____
Cash on Hand and in Bank June 23, 20 ____			\$ _____

Statement of Net Worth June 23, 20 ____

Assets:

Cash on Hand and in Bank	\$ _____	
Land	\$ _____	
Building	\$ _____	
Furniture and Fixtures	\$ _____	
Other:		
_____	\$ _____	
_____	\$ _____	
Total Assets		\$ _____

Liabilities:

Accounts Payable	\$ _____	
Notes Payable	\$ _____	
Taxes Payable	\$ _____	
Other:		
Recorder's Remuneration	\$ _____	
_____	\$ _____	
Total Liabilities		\$ _____
Net Worth		\$ _____
Total Liabilities and Net Worth		\$ _____

Chairman

_____, 20 ____

PLEASE NOTE:
THIS FORM IS TO BE SUBMITTED TO THE GRAND RECORDER'S OFFICE UPON COMPLETION
NO LATER THAN SEPTEMBER 15TH.

Mail to: P.O. Box 296, Waco, TX 76703-0296