

# Chapter Audit Report

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

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

## Financial ASSETS

### Bank Statement Reconciliation

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

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

<i>Outstanding NSF checks</i> _____ <i>Bank Charges</i> _____ <i>Outstanding checks</i> _____ <i>Deposit in Transit</i> _____
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### 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)	_____	
<b>Total Additions</b>	_____	_____
Expired	_____	
Deceased	_____	
Transfer Out	_____	
Resigned	_____	

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

## Membership totals for:

MultiMemberships	_____
Life Memberships	_____
Moosehaven Memberships	_____
50 Year Memberships	_____

## Audit Committee & Officer Signatures:

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

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

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

\_\_\_\_\_ Senior Regent

\_\_\_\_\_ Recorder

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

(revised 09/09)