

ANNUAL RETURN FOR 2016

This RETURN **must** include all membership activity occurring during the period **January 1, 2016 through December 31, 2016**. Membership activity includes all Degrees Conferred, Affiliations, and Dual/Multiple Memberships, Reinstatements, Suspensions, Dimits, Deaths, Dues Remitted, and Fifty-year Memberships. All membership changes should have been previously reported on the Monthly Report as this is a recap of prior actions. **Remember the Annual Return can be generated from ROLLS if you have kept the membership information current.**

This RETURN, together with any unpaid Candidate's Fee (SEC. 6030) and Reinstatement Fees (SEC. 6020) and Per Capita must be received by the Grand Secretary **prior March 15, 2016**, to avoid paying late fees (SEC 25070). **Please print or type.** Please **PRINT** or **TYPE** or submit **from ROLLS**. If you have questions, write or call (406) 442-7774 or email to mtglsec@grandlodgemontana.org

Lodge Name _____ Number _____ City _____

EIN/TIN _____

OFFICERS ELECTED AND APPOINTED TO SERVE THIS LODGE DURING

(Enter names in both columns even if there is no change from 2015-2016 and 2016-2017 if none-state none)

2015-2016 Officers		2016-2017 Officers
	Worshipful Master	
	Senior Warden	
	Junior Warden	
	Treasurer	
	Secretary	
	Instructor	
	Senior Deacon	
	Junior Deacon	
	Marshal	
	Tyler	
	Organist	
	Historian	

DEGREES CONFERRED DURING 2016

Enter all Degrees conferred with date of conferral. Total each column, E.A., F.C., and M.M.

Transfer the total of the M.M. Column to Page7, Line B.

Transfer the total number of EA's to Page 8, Line W.

Full Given Name	E.A. Date	F.C. Date	M.M. Date	M.M. Prof. Date
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
Total EA → <i>To page 8, W.</i>		Total MM → <i>To page 7, B.</i>		

AFFILIATIONS & MULTIPLE MEMBER AFFILIATIONS (SEC. 34020 & 37060) - 2016

All Affiliations and Dual/Multiple Affiliations with your lodge during the year of this Annual Return, must be entered below. Under "Date Elected" report the date of election of the member to your Lodge membership. Indicate in the column next to the name of the member if he is a "dual" or "Dual or Plural" member. **Total and transfer total to Page 7, Line C.**

Full Given Name	By Transfer	By Dual/Plural	From Lodge Name/Number and Jurisdiction	Date Elected to your Lodge
1				
2				
3				
4				
5				
6				
Total Affiliations <i>To Page 7, C.</i>				

REINSTATEMENTS DURING THE YEAR – 2016

All Reinstatements (SEC. 41080) with your lodge during the year of this annual Return **must** be listed below. Total and transfer total to **Page 7, Line D**. Must include the date of reinstatement.
 (If the reinstatement fee was not previously paid during the year also include it on page 8 item X, this pays the members 2016 Per Capita)

Full Given Name	Date
1	
2	
3	
4	
5	
6	
7	
8	
9	
Total Reinstatements <i>To page 7.D, and If applicable also to page 8.X</i>	

SUSPENSIONS FOR NON-PAYMENT OF DUES (SEC. 41060) - 2016

All members suspended for Non-payment of Dues (NPD) **must** be listed below. **Total and transfer total to Page 7, Line G.** Suspension for NPD can only be made on December 31 of the year dues are twelve months in arrears and becomes effective as of 1 January.

Full Given Name	Date
1	
2	
3	
4	
5	
6	
7	
8	
Total Suspensions for Non-Payment of Dues <i>To page 7.G</i>	

On this page, page 4 enter and calculate the total for each category. **Transfer total to the appropriate line on Page 7, Line H, I, J, K, L and M.**

DIMITTED TO JOIN OTHER LODGES (SEC. 34060) – 2016

Full Given Name	Other Lodge / Jurisdiction (ex. # 8 / Idaho)	Date
1	H	
2		
Total Dimitted to Join Other Lodges		
<i>To page 7. H</i>		

WITHDRAWAL OF MULTIPLE MEMBERSHIP (SEC. 34060) - 2016

Full Given Name	Retained with:	Date
1	I	
2		
Total leaving – Withdrawal of Dual/Multiple Membership		
<i>To page 7.I</i>		

DIMITTED TO BE NON-AFFILIATE (SEC. 34060) – 2016

Full Given Name	Date
1	J
2	
Total Dimitted to be Non-Affiliate	
<i>To page 7.J</i>	

SUSPENDED FOR UN-MASONIC CONDUCT (SEC. 46020) – 2016

Full Given Name	Date
1	K
2	
Total Suspended for Un-Masonic Conduct	
<i>To page 7. K</i>	

SUSPENDED AFTER CONVICTION OF A FELONY (SEC. 1050[O]) – 2016

Full Given Name	Date
1	L
2	
Total Suspended under Section 1050[O]	
<i>To page 7. L</i>	

SUSPENDED AFTER FAILED TO RETURN PROFICIENCY C (SEC. 39070.D) – 2016

Full Given Name	Date
1	
2	
Total Suspended under Section 39070. D.] <i>To page 7. L.1.</i>	

EXPELLED AFTER MASONIC TRIAL - 2016

Full Given Name	Date
1	
Total Expelled after Masonic Trial <i>To page 7. M</i>	

DECEASED

Enter the names of the members of your lodge who died during 2016, or who died during any previous year but who have not been reported to Grand Lodge as of this ANNUAL RETURN. Also, be sure to include those members reported to Grand Lodge under SEC. 35080 of the Code of Statutes. **Total and transfer total to Page 7, Line N.**

Full Given Name	Past Master (Y/N)	50-Year Member (Y/N)	Date of Death <i>(Required)</i>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
Total Deaths			
<i>To page 7. N.</i>			

DUES REMITTED (SEC. 41050) - 2016

Enter the names of Masons of your lodge whose dues were remitted under SEC. 41050 of the Code "...because of inability to pay..." In the column headed "DATE" enter the **2016 date** your lodge voted to remit the member's dues and the action recorded in the Lodge's minutes. **Total and transfer total to Page 8, Line R.**

Full Given Name	Date
1	

FIFTY-YEAR MEMBERS CREATED DURING THE YEAR (SEC. 35070)

Enter the names of the members of your lodge who were awarded the Fifty-year Certificate and Emblem from the Grand Lodge of Montana during the year, January 1 to December 31, 2016, as provided in SEC. 35070 of the Code of Statutes. **Also report the date that the 50 Year Award was Presented (Required).**

Full Given Name	Date 50 Year Award was Presented
1	
2	
3	
4	
5	
6	
7	
Total 50-year Created	



RECAPITULATION - ANNUAL RETURN FOR 2016

	Beginning	Gain	Loss	Subtotal
A. Number of Masons (as of January 1, 2016)				
B. Number raised during 2016 (page 2)				
C. Number affiliated during 2016 (page 2)				
D. Number reinstated during 2016 (page 3)				
E. Total gains during 2016 (total of B + C + D)				+
F. Total number accounted for (total of A + E)				
G. Number suspended NPD during 2016 (page 3)				
H. Number dimit - join other during 2016 (page 4)				
I. Number withdraw multiple during 2016 (page 4)				
J. Number dimit non-affiliate during 2016 (page 4)				
K. Number suspended unmasonic conduct during 2016 (page 4)				
L. Number suspended under Code during 2016 1050[O] (page 5)				
L.1. Number suspended during 2016 under Code 39070 D. Failed to give a satisfactory examination in the proficiency for EA and FC				
M. Number expelled after trial during 2016 (page 4)				
N. Number deceased during 2016 (& Sec. 35080) (page 5)				
O. Total Losses during 2016 (total of G through N)				-
P. Total M.M. on Dec. 31, 2016 (F minus O)				=

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CALCULATION OF PER CAPITA PAYMENT (Continued)

	# members		\$ dollars
Q. Total Per Capita (Line P above)		* \$42.25 each =	
R. Dues remitted (page 6)		* \$42.25 each =	
S. 50-year masons (total current number of members who have received the Montana 50 Year Award)		* \$42.25 each =	
T. Century Club (Elig) members (Note: only those recorded as Century Club “ Eligible ” count)		* \$6.75 each =	
U. Total Deductions		R + S + T =	
<u>V. Net Amount Per Capita Due</u>		<u>Q - U =</u>	
<i>If applicable add “W and “X”</i>			
W. For each EA -Contribution Fee to Geo. Washington Masonic Memorial (\$5.00) for each EA (Page 2. B).		*\$5.00 each =	
X. Reinstatement Fee (page 3.D). (if not previously paid include here)		* \$42.25 each =	
Total Amount Due <i>Per Capita from Line V+Fee from Line W+ Fee from Line X.</i>		V+W+X=	

Required by Code 25070 and 28100

**Grand Lodge of Montana
Annual Lodge financial disclosure 2016**

Lodge Name and Number: _____

Tax Number or EIN: _____

Report for year ending:

2016

ABBREVIATED BALANCE SHEET			
ASSETS		LIABILITIES	
Lodge Property (Building and or Real Estate)	\$	Mortgage on Property	\$
Lodge Equipment (Furniture & Fixtures)	\$	Notes, loans, bonds, payable	\$
Investment Acct	\$	Accounts Payable	\$
Stocks/Bonds/CDs	\$	Rent Payable	\$
Checking Accounts	\$	Interest Payable	\$
Savings Account	\$	Other liabilities	\$
Annuities	\$	Total liabilities	\$
Accounts Receivable (do not include next years dues)	\$	Equity (assets - liabilities)	\$
Total Assets	\$		

SUMMARY OF RECEIPTS AND DISBURSEMENTS			
RECEIPTS		DISBURSEMENTS	
Interest income	\$	Per Capita to GrandLodge	\$
Investment income	\$	Building expense	\$
Degree fees and charges	\$	Donations & charity	\$
Donations received	\$	Furniture & equipment exp.	\$
Dues and assessments	\$	Interest paid	\$
Rental income	\$	Lodge Supplies	\$
Other income	\$	Rents paid	\$
	\$	Wages and salaries	\$
	\$	Other expense	\$
Total Receipts	\$	Total disbursements	\$

Cash reconciliation	
Beginning cash	\$
Plus total receipts	\$
Less total disbursements	\$
Ending cash	\$

Check which you submit

- Submit a 990N e-Postcard with the IRS. If gross receipts are less than \$50,000.00.
- Submit a 990 or 990-EZ with the IRS. If gross receipts are more than \$50,000.00.

>The Lodge MUST submit a 990N or other 990 Form for 2016

TYLED MEETINGS HELD DURING THE YEAR

Number of Stated Communications (enter number of “Tyled” Stated Meetings held each month of 2016) should match the Tylers Log and the Minutes of the Lodge Meetings.

Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec

Also enter the number of Special Meetings, Educational Meetings and Social Meetings (not Tyled Meetings).

Number of Special Meetings for Work....._____

Number of Educational or Social Meetings....._____

Number of Social Meetings (Dinners, community events)_____

CERTIFICATION

We certify that this **ANNUAL RETURN FOR 2016** is correct to the best of our knowledge and belief, and that the membership records and finances of this Lodge have been duly audited for the Masonic year ending December 31, 2016, as required in SEC. 25070 and 28080 of the Code of Statutes and the Annual lodge financial disclosure worksheet is attached.

Signature - Secretary

Signature – Worshipful Master

Date

Date

Signature – Treasurer

Date

