



Annual Lodge Financial Report

Date _____

Lodge Name and Number _____

Financial Audit for 1/1/2025 to 12/31/2025

Beginning Cash Balance

(should be carried forward from previous year's audit)

\$ _____

Cash Receipts

Lodge Refunds: _____

Lodge Rentals/Bookings: _____

Interest Income: _____

Other Income (Please list) _____:

Itemize _____

Total Cash Receipts:
(sum of all monies) (starting balance and all income)

\$ _____

Cash Disbursements

1. Administration/Operations

Salaries/Remunerations

Lodge Officer (list position/amount) _____:

Lodge Officer (list position/amount) _____:

Other (list position/amount) _____:

Lodge Expenses

Bank Fees: _____

Accounting - Audit: _____

Taxes: _____

Other Expenses (office supplies, postage, etc.):

Itemize _____

Total Administration:

\$ _____

2. Meeting/Activity Expenses

Food: _____

Meeting/Activity Space Rental: _____

Door Prizes: _____

Other Expenses _____:

Itemize _____

Total Meeting/Activity Expenses:

\$ _____

3. Donations/Advertising/Scholarships: (Please list)

Total Donations:

\$ _____

Total Cash Disbursements:
(Administration, Meeting, Donations)

\$ _____

Ending Cash Balance of the Operating Account:

\$ _____



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Please list all other bank accounts and investments that the lodge may have.

Financial Institution

_____	Balance of the Account	\$ _____
_____	Balance of the Account	\$ _____
_____	Balance of the Account	\$ _____
_____	Balance of the Account	\$ _____
_____	Balance of the Account	\$ _____
_____	Balance of the Account	\$ _____
_____	Balance of the Account	\$ _____
Total Balance of all Lodge Assets:		\$ _____

Please list members of the Audit Committee *(must be signed by at least 3 members)* or Accountant:
Lodge President, Secretary, or Treasurer cannot be an Audit Committee member.

_____	Signature
_____	Signature
_____	Signature
Accountant/CPA signature if completed by an Accountant/CPA	Signature

ATTESTATION

We, the below signed Officers of Lodge _____, do hereby attest to the best of our knowledge and in the faithful performance of our duties, that the preceding or attached documentation is a true and accurate accounting of the financial activities and status of Lodge funds for the time period indicated.

Lodge President Signature

Lodge Secretary / Financial Secretary / Treasurer Signature

Date

Date

This audit should be signed and dated as of the date the audit is completed.

This form must be returned by **May 15, 2026**.

Date sent to SPJST Home Office