



**Due By: AUGUST 15**

**COUNCIL NO.** \_\_\_\_\_ **CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_

**SCHEDULE A – MEMBERSHIP**

ADDITIONS	INS.			ASSO.			TOT.		
	INS.	ASSO.	TOT.	INS.	ASSO.	TOT.	INS.	ASSO.	TOT.
Total members start of period									
Initiations									
Transfers from other councils									
Transfers—assoc. to insurance									
Transfers—ins. to associate									
Re-entries									
Total for period									
Minus total deductions									
Number members end of period									

DEDUCTIONS			INS.			ASSO.			TOT.		
INS.	ASSO.	TOT.	INS.	ASSO.	TOT.	INS.	ASSO.	TOT.	INS.	ASSO.	TOT.
Suspensions											
Deaths											
Withdrawals											
Transfers—assoc. to insurance											
Transfers—ins. to associate											
Tranfers to other councils											
Total deductions											

Do not include inactive insurance members in this section. See Knights of Columbus Leadership Resources (#5093) booklet.

**SCHEDULE A – ALTERNATIVE**

Our council uses Member Management/Member Billing. The requirement for completing Schedule A is satisfied.

**SCHEDULE B – CASH TRANSACTIONS**

FINANCIAL SECRETARY		TREASURER	
Cash on hand beginning of period	\$ _____	Cash on hand beginning of period	\$ _____
Cash received—dues, initiations	\$ _____	Received from financial secretary	\$ _____
Cash received from other sources: (Explain kind and amount)	_____	Transfers from sav./other accts.	\$ _____
_____ \$ _____		Interest earned	\$ _____
_____ \$ _____		Total receipts	\$ _____
_____ \$ _____		<b>Disbursements</b>	
Total cash received	\$ _____	Per capita: Supreme Council	\$ _____
Transferred to treasurer	\$ _____	State council	\$ _____
Cash on hand at end of period	\$ _____	General council expenses	\$ _____
		Transfers to sav./other accts.	\$ _____
		Miscellaneous	\$ _____
		Total disbursements	\$ _____
		Net balance on hand	\$ _____

**SCHEDULE C – ASSETS AND LIABILITIES**

ASSETS		LIABILITIES	
Cash:		Due Supreme Council:	
Undeposited funds	\$ _____	Per capita	\$ _____
Bank — Checking acct.	\$ _____	Supplies	\$ _____
— Savings acct.	\$ _____	Catholic advertising	\$ _____
— Money market accts.	\$ _____	Other	\$ _____
Due from _____ members	\$ _____	Due state council	\$ _____
Total current assets	\$ _____	Advance payments by _____ members	\$ _____
Less: current liabilities	\$ _____	Misc. liabilities	\$ _____
Net current assets	\$ _____	_____	\$ _____
Other Assets:		_____	\$ _____
Short term CD	\$ _____	_____	\$ _____
Money Market		Total current liabilities	\$ _____
Mutual Funds	\$ _____	Signed this _____ day of _____ 20 _____	
Misc. assets	\$ _____	_____ Grand Knight	
Total other assets	\$ _____	_____ Trustee	
Total assets	\$ _____	_____ Trustee	
		_____ Trustee	

Please complete all items. Insert "None" where no figures are to be shown.

**SEND ONE COPY TO: Council Accounts**

Email: council.accounts@kofc.org  
Fax: 855-228-1396  
Mail: 1 Columbus Plaza, New Haven, CT 06510

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