

## Instructions for completion of the 2016 Annual Report for Royal Arch Chapters.

1. This is the only form to use.
2. Do NOT boiler-plate from prior years' reports.
3. Begin the Summary Page with the number of Companions who hold your Chapter as their Mother Chapter. NO PLURAL Members are shown on this page.
4. Do NOT include any PLURAL MEMBER in your membership totals on the last page. There is a page provided to list them so a dues card can be provided.
5. A confirmation copy must be attached for the IRS 990N provided by the IRS.
6. This report is due to the Grand Secretary no later than 9/30/2016.
7. Dues Cards are based on this report and cannot be generated until this report is submitted, reviewed, and entered into the database

**Chapter Annual Report**  
**9/1/2015- 8/31/2016**

Chapter Name & No	
Location/Address	
Meeting Day & Time	

Most Excellent High Priest	
Name	
Address	
Email	
Phone	

Excellent King	
Name	
Address	
Email	
Phone	

Excellent Scribe	
Name	
Address	
Email	
Phone	

Secretary	
Name	
Address	
Email	
Phone	

**LIVING PAST HIGH PRIESTS**  
**IN ALPHABETICAL ORDER**  
**NAMES ONLY ARE REQUIRED**

[illegible]

Newly Exalted Companions

Companion	
Name	
Address	
Email	
Phone	
Date Exalted	

Companion	
Name	
Address	
Email	
Phone	
Date Exalted	

Companion	
Name	
Address	
Email	
Phone	
Date Exalted	

Companion	
Name	
Address	
Email	
Phone	
Date Exalted	

Companion	
Name	
Address	
Email	
Phone	
Date Exalted	

Companion	
Name	
Address	
Email	
Phone	
Date Exalted	

Companion	
Name	
Address	
Email	
Phone	
Date Exalted	

Companion	
Name	
Address	
Email	
Phone	
Date Exalted	

Reinstated Companions

Companion	
Name	
Address	
Email	
Phone	
Date	

Companion	
Name	
Address	
Email	
Phone	
Date	

Companion	
Name	
Address	
Email	
Phone	
Date	

Companion	
Name	
Address	
Email	
Phone	
Date	

Plural Members Added

Companion	
Name	
Address	
Email	
Phone	
Date	

Companion	
Name	
Address	
Email	
Phone	
Date	

Companion	
Name	
Address	
Email	
Phone	
Date	

Companion	
Name	
Address	
Email	
Phone	
Date	

Death, Demit, NPD's

Companion	
Name	
Died	
Demitted	
Suspended	
Lodge Action	

Companion	
Name	
Died	
Demitted	
Suspended	
Lodge Action	

Companion	
Name	
Died	
Demitted	
Suspended	
Lodge Action	

Companion	
Name	
Died	
Demitted	
Suspended	
Lodge Action	

Companion	
Name	
Died	
Demitted	
Suspended	
Lodge Action	

Companion	
Name	
Died	
Demitted	
Suspended	
Lodge Action	

Companion	
Name	
Died	
Demitted	
Suspended	
Lodge Action	

Companion	
Name	
Died	
Demitted	
Suspended	
Lodge Action	

Address Changes or Corrections

Companion	
Name	
Street or P.O. Box	
City	
State	
ZIP	

Companion	
Name	
Street or P.O. Box	
City	
State	
ZIP	

Companion	
Name	
Street or P.O. Box	
City	
State	
ZIP	

Companion	
Name	
Street or P.O. Box	
City	
State	
ZIP	

Address Changes or Corrections

Companion	
Name	
Street or P.O. Box	
City	
State	
ZIP	

Companion	
Name	
Street or P.O. Box	
City	
State	
ZIP	

Companion	
Name	
Street or P.O. Box	
City	
State	
ZIP	

Companion	
Name	
Street or P.O. Box	
City	
State	
ZIP	

Chapter\_\_\_\_\_

## Plural Members

This Chapter is NOT their Mother Chapter

### Companions whose dues are Remitted by Chapter Action

[illegible][illegible]

<b>Chapter Name:</b>		
<b>Total Membership: September 1, 2015</b>		
<b>Additions</b>		
① Exaltations		
Reinstatement		
<i>Total Additions</i>		
<b>Subtractions</b>		
Deaths		
Suspensions (NPD's and Lodge Actions)		
Demits		
<i>Total Subtractions</i>		
<b>Total Membership: August 31, 2016</b>		
③ Number of General Grand Chapter Life Memberships		
② Total Membership less Remitted		
Council of Anointed High Priests Assessment		<b>\$ 30.00</b>
Exaltation Fees ( \$10.00 X ① )		
Chapter Assessment ( \$ 11.50 X ② )		
Deduct General Grand Chapter Life Membership		
-( \$3.00 X ③ )		
Check No.	Total Amount Paid to: <b>GRAND CHAPTER OF ROYAL ARCH MASONS OF MARYLAND</b>	

CHAPTER DONATIONS (make check separately to each)		
Royal Arch Research Assistance	Check #:	\$
D. Ross Vansant Scholarship Fund	Check #:	\$

③ Attach a copy of the IRS 990-N Confirmation Message