

TEMPLE CHARITABLE DONATION REPORT

The Temple Director of Charity will use this form to report all Temple charitable donations.

TEMPLE NAME _____ NO. _____

DONATIONS FOR THE YEAR _____ NOBLES ON ROLL: _____
 (report period is 1 July - 30 June)

CASH DONATIONS: (include all monetary donations)

RECEIVING AGENCY	TOTAL DONATION
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

CASH DONATIONS SUBTOTAL: \$ _____

DONATIONS OTHER THAN CASH: (i.e., food baskets, clothing, toys, etc.)

Formula=Unit cost of donation x Units donated = Donation

(Example; \$10.00 per toy X 5 toys = \$50.00).

RECEIVING AGENCY	UNIT COST	UNITS DONATED	TOTAL DONATION
_____	_____	X _____	= \$ _____
_____	_____	X _____	= \$ _____
_____	_____	X _____	= \$ _____
_____	_____	X _____	= \$ _____
_____	_____	X _____	= \$ _____
_____	_____	X _____	= \$ _____
_____	_____	X _____	= \$ _____
_____	_____	X _____	= \$ _____

DONATIONS OTHER THAN CASH SUBTOTAL: \$ _____

IN-KIND DONATIONS: (include donations of time, facilities, expertise, etc.)

Formula=Time/Facilities X Hourly Rate + Cost of assets = Donation

(Example; 10 hours X \$12.00 per hour + \$18.00 for building = \$138.00)

RECEIVING AGENCY	TIME/FACILITY	HOURLY X RATE	COST of ASSETS	TOTAL DONATION
_____	_____	X _____	+ _____	= \$ _____
_____	_____	X _____	+ _____	= \$ _____
_____	_____	X _____	+ _____	= \$ _____
_____	_____	X _____	+ _____	= \$ _____
_____	_____	X _____	+ _____	= \$ _____
_____	_____	X _____	+ _____	= \$ _____
_____	_____	X _____	+ _____	= \$ _____
_____	_____	X _____	+ _____	= \$ _____

IN-KIND DONATIONS SUBTOTAL: \$ _____

TOTAL OF ALL DONATIONS: \$ _____

Attest:

ILLUSTRIOUS POTENTATE

RECORDER

The Report must be signed by the Illustrious Potentate and attested by the Recorder. Submit report no later than July 15th to the Imperial Administrator of Temple Charities at address below:

A.E.A.O.N.M.S.
Attn: Annual Temple Charity Report
2239 Democrat Rd
MEMPHIS, TN 38132-1802