

CHARITY RECORD WORK SLIP FOR:							
MONTH AND YR:							
		Mason Hours	Helper Hours	Mason Miles	Helper Miles	Non-Cash Estimated value	Cash
ENTER TOTALS MONTHLY:							
GL YOUTH PROGRAMS							
OTHER YOUTH PROGRAMS							
GRAND LODGE OTHER PROGRAMS							
COMMUNITY SERV & RECOG. PROG							
VETERANS PROGRAMS							
OTHER PROGRAMS:							
TOTALS							
NOTES:							

INSTRUCTIONS FOR CHARITY WORK SLIPS (USE FOR INDIVIDUAL VOLUNTEER ACTIVITY REPORTING)

- PLEASE USE THIS WORK SLIP TO SUBMIT YOUR MONTHLY REPORTS. TOTAL ALL OF YOUR RECEIPTS, VOLUNTEER TIME SLIPS, MILAGE VOUCHERS, ETC AND PLACE INTO THE CATEGORIES AND ENTER INTO APPROPRIATE SPACES. EXAMPLE: YOU VOLUNTEERED FOR MEALS ON WHEELS USING YOUR VEHICLE. TIME AND MILAGE WOULD BE ENTERED INTO THE COMMUNITY SERVICE LINE. NOTE - MILAGE IS REPORTED PER VEHICLE.
- REPORT ONLY ACTIVITIES THAT ARE DONE "UNDER THE UMBRELLA" OF THE LODGE, OR THAT YOU DO AS A MASON. DO NOT SUBMIT ANYTHING THAT YOU PLAN TO REPORT ON YOUR PERSONAL INCOME TAXES.

THANK YOU FOR REPORTING YOUR CHARITABLE ACTIVITIES ON BEHALF OF THE LODGE.

CONTACT INFORMATION - PHONE NO. _____ E-MAIL _____