



Grand Lodge of Maine AF & AM Official Form No 1

The District Deputy's Report for 2018-2019

Date: _____ **Lodge:** _____ **District:** _____

Chartered Location _____

	Yes	No
Was the Charter or Certificate of Charter available for inspection? Condition? Good <input type="checkbox"/> Fair <input type="checkbox"/> Needs Repair <input type="checkbox"/> (Sec. 128-III)	<input type="checkbox"/>	<input type="checkbox"/>
Was the Lodge represented at the last Annual Communication? By Officers? <input type="checkbox"/> Proxy? <input type="checkbox"/> (Sec. 2.2-1)	<input type="checkbox"/>	<input type="checkbox"/>
Was the last Annual Return filed on time? (Sec. 75.1) Date: _____ Per Capita Included? Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Was the Lodge History filed on time? (Sec.75.3)	<input type="checkbox"/>	<input type="checkbox"/>
Was Certificate of Installation of Officers filed immediately? (Sec.75.4)	<input type="checkbox"/>	<input type="checkbox"/>
Was an Official Form 7 attached to each Petition for Degrees & Application for Affiliation before being assigned to the Committee of Inquiry? (Digest of Decisions – Committee on Inquiry)	<input type="checkbox"/>	<input type="checkbox"/>
Does the Lodge update the Grand Lodge Database on a regular basis? Official Form 15? <input type="checkbox"/> MORI electronic database? <input type="checkbox"/> (Form 15)	<input type="checkbox"/>	<input type="checkbox"/>
Did the Lodge open for at least 9 consecutive Stated Meetings during the Masonic year with a quorum present? (Sec. 78.2/77.1) If not, How many? _____	<input type="checkbox"/>	<input type="checkbox"/>
Did the Lodge demonstrate their ability to convey the Masonic Tenets, Virtues, Morals, and Insights contained in the Ritual in a manner intelligible to the candidate?	<input type="checkbox"/>	<input type="checkbox"/>
Did each new Master Mason receive a diploma and dues card at the time of Raising? (Sec. 91)	<input type="checkbox"/>	<input type="checkbox"/>
Did each new member sign the By-Laws when they were raised or affiliated with the Lodge?	<input type="checkbox"/>	<input type="checkbox"/>
Were members suspended for NPD notified of possible suspension by letter or personal contact? (Sec. 58) Attach a copy of the letters sent.	<input type="checkbox"/>	<input type="checkbox"/>
Were the books of the Secretary present and reviewed?	<input type="checkbox"/>	<input type="checkbox"/>
Were the books of the Treasurer present and reviewed?	<input type="checkbox"/>	<input type="checkbox"/>
Are bills approved by the Committee on Finance before being paid?	<input type="checkbox"/>	<input type="checkbox"/>
Are accounts of the Lodge audited annually by the Finance Committee?	<input type="checkbox"/>	<input type="checkbox"/>
Are the annual reports of the Lodge spread in full upon the records?	<input type="checkbox"/>	<input type="checkbox"/>
Does the Lodge have a current copy of the "List of Lodges, Masonic", otherwise known as the Tyler's Book. (Sec. 92.1) If yes, dated: _____	<input type="checkbox"/>	<input type="checkbox"/>
Have there been changes to the by-laws during the past year? (Sec. 83)	<input type="checkbox"/>	<input type="checkbox"/>
Were changes to the by-laws approved by the Grand Master? (Sec. 83)	<input type="checkbox"/>	<input type="checkbox"/>
Does the Lodge have four (4) copies of the Maine Masonic Code?	<input type="checkbox"/>	<input type="checkbox"/>



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Lodge: _____ **Lodge No:** _____

Date: _____ **Tax ID:** _____

Last Form 990 Filing Date: _____

Attendance		
Was the Master present in the East?	Y <input type="checkbox"/>	N <input type="checkbox"/>
Number of meetings held during the year		
Average Attendance		
Number of meetings attended by:		
• Master		
• Senior Warden		
• Junior Warden		
• Treasurer		
• Secretary		
Financial		
Amount of the Charity Fund	\$	
Amount expended for Relief during the year	\$	
Amount expended other than Relief	\$	
Fees for Degrees (the amount the candidate pays)	\$	
Lodge Dues per year	\$	
Total Yearly Expenditures	\$	
The amount of Dues owed to the Lodge by delinquent members:		
• Owes annual dues	\$	
• Owes over one year	\$	
• Owes two years or more	\$	
Building		
Hall owned by:		
If a Masonic Building Association:		
• Corporate name:		
• Form 990 filing date:		
• Taxpayer ID:		

Inspected by: _____

DDGM District: _____ Date: _____



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Instructions /Guidelines