

**HERMAN E. DUNCAN GRAND COUNCIL & COMMANDRY
KNIGHTS TEMPLAR (PHA)
STATE OF OKLAHOMA AND JURISDICTION**

GERMANY-ITALY-KOREA-JAPAN-MIDDLE EAST



COMMANDRY ANNUAL REPORT 20

Please print or type, keep (1) copy for your files and return (2) copies to the Eminent Grand Recorder. He will then forward a copy to the Right Eminent Grand Commander for his records. Late reports will not be considered.

Eminent Commander: _____ of _____ Commandry Number _____, located at _____, Oklahoma, Jurisdiction.

To: The Herman E. Duncan Grand Council and Commandry, F&AM, PHA. Jurisdiction of Oklahoma

The undersigned Eminent Commander submits the following report for the year beginning 1 January _____ and ending 31 December _____.

Meetings:

1. We held _____ regular meetings, missed _____ meetings.
2. Did you open your meetings promptly? YES___ NO___
3. Do you have a feasible reason for not holding your regular meetings? YES___ NO___. If so, state reasons:

4. Did you make proper committee appointments? YES___NO___. If no state reasons:

5. Is there a copy of the committee appointments filed with the Grand Council and Commandry?
YES___NO___
6. Did you promote regular study of the ritual for the membership? YES___NO___. If no state reasons:

7. Did your Commandry make proper and timely reports to the Grand Council and Commandry?
YES___NO___. If no state reasons:

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8. Did you close your meetings at a reasonable hour? YES ___NO___. If no state reasons:

9. Did your Commandery place an AD in the souvenir program of the Grand Lodge? YES ___NO___. If no, state reason:

10. Did your Commandery attend the District/State Workshops? YES ___NO___. How many Sir Knights were present? _____. If none state reason:

EXPANSION:

1. Number of Sir Knights on Rolls as of Last Year Annual Report _____
2. Number of Sir Knights initiated since Last Report _____
3. Number of Sir Knights reinstated since Last Report _____
4. Number of Sir Knights admitted by demit since Last Report _____
5. Number of Sir Knights transferred into your Council by the Grand Commander _____
6. Number of Sir Knights on Rolls before Deductions (ADD 1 THRU 5) _____

PLEASE DEDUCT THE FOLLOWING:

7. Number of Sir Knights suspended/dropped since last report _____
8. Number of Sir Knights demitted out since last report _____
9. Number of Sir Knights expelled since last report _____
10. Number of Sir Knights deceased since last report _____
11. Total Number of Sir Knights deducted (ADD 7 THRU 11) _____
12. Subtract line 11 from line 6 which will equal your total membership _____

ACTIVITIES/PUBLIC MEETINGS:

1. Did your Commandery worship at regular intervals in the church? YES ___NO___. If no state reason:

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FINANCIAL STATUS:

1. The beginning balance of _____ Commandry No ____ treasury account as of 1 January 20__ was \$_____.

2. The ending balance of _____ Commandry No ____ treasury account as of 31 December 20__ is \$_____.

3. Does your Commandry owe any outstanding debts to Herman E. Duncan Grand Council and Commandry? YES ___NO___. If yes, give itemized list of debts owed.

PUBLIC RELATIONS:

1. State in detail what your Commandry has done during the year for the community, state, and country. (If more space is needed use the back of the sheet).

CHARITY:

1. How many sick and distressed Sir Knights did your Commandry aid during the year? _____

2. Were you and the Sir Knights attentive to the sick? YES ___NO__

3. What other contributions did your Commandry make to charity?

SOCIAL ACTIVITIES:

What has your Commandry done during the year?

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SOCIAL ACTIVITIES: (CONTD).

ATTEST:

 Printed Name of Recorder

 Printed Name of Eminent Commander

 Signature

 Signature

SEAL

Date: _____

DATE RECEIVED BY THE GRAND COUNCIL AND COMMANDRY: _____