VETERANS SERVICES LODGE CHAIRPERSONS QUARTER REPORT

FROM: Lodge Chairperson

Lodge Name and Number

SUBJECT: Quarterly Veterans Services Report Quarter

A	B	C	D	E	F	G	H	I	J	K	
Date	Event Name	# Participants	# Elks	# Non-Elks	Total Elk Hours	Total Non-Elk Hours	Elk Miles	Non-Elk Miles	Non Cash Contributions	Contributions	Report to Sec
	Lodge Totals										

Please describe your two best veterans events at your lodge. If needed add brief description on additional paper.

Lodges has adopted a Veteran **Have you met with your District Chairman**

Columns C-E Count of the numbers of individuals, not couples, teams or groups.

Columns F-G Indicate Total hours. (If six Elks worked six hours each, 6X6=36 hours worked)

Columns H-I All mileage traveled for preparation of and actual event. (Number of participants times round trip mileage.)

Column J Cash value of each, Hall, food, band, clothing, decorations, etc. (Does not include hours or mileage.)

Column K Actual cash, checks, money orders or value of saving bonds received.

Reports are due quarterly by the 5th of each quarter: July, October, January and April