

Most Worshipful Prince Hall Grand Lodge, F. & A.M.

Washington and Jurisdiction



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30 August 2011

TO: All District Deputy Grand Masters and Worshipful Masters

SUBJECT: Delinquent Reports and Taxes

This office has reviewed the submission of 4th Quarter and Annual Reports of the lodges that submitted them. The examination revealed that some lodges are not paying their taxes and in some cases not even submitting the report by the deadline established by law. This is totally unacceptable and will no longer be tolerated. This Grand Lodge cannot operate without funds.

District Deputy Grand Masters are hereby directed to personally contact each of your Worshipful Masters to determine if any lodges are delinquent. Lodges found to be delinquent are to complete and submit their reports to this Grand Lodge immediately. Those lodges whose reports remain delinquent as of September 10, 2011 will incur a \$50.00 late penalty.

You are also to remind Worshipful Masters that they are required by law to submit their report and pay their taxes in a timely manner. Failure of a lodge to pay its taxes can lead to the seizure of its charter for noncompliance. The following is a reminder of the Report and Taxes Reporting Period:

1st Qtr: 21 June - 30 September	3rd Qtr: 1 January - 31 March
2nd Qtr: 1 October - 31 December	4th Qtr: 1 April - 20 June

District Deputy Grand Masters are also directed to see that All Lodges in their districts submit, along with their 1st Quarter report/taxes, a complete and accurate listing of its current membership to include name, address, and contact information.

Each District Deputy Grand Master is further directed to take a proactive role in the report/taxes submission of the lodges in their respective districts. Your initials are required on each report submitted by each lodge indicating and validating your review. The Grand Secretary has been Reports and taxes which fail to be received in the Office of the Grand Secretary by the 7th day of the month following the last day of the reporting period.

This communication is to be read in two consecutive lodge meetings and reflected in the minutes as such.

Take due and timely notice and govern yourselves accordingly.

GARDNER M. TORRENCE, SR. 33°
Grand Master of Masons