

This form properly completed and signed should be returned to the Chancery, PO Box 588, Winona, MN 55987 no later than **August 31, 2017**.

Annual Financial Statement of _____ Cemetery Association, _____, Minnesota

GENERAL FUND

Please Note: The **General Fund** includes all cemetery monies that are not designated as **Permanent Care Funds**. It includes all saving accounts and other investments as well as a checking account where the fund and interest can be used for general purposes of the cemetery. **Please list all General Funds on this page.**

INCOME FOR 7/1/2016 - 6/30/2017

Sales of Lots of and Crypts	_____
Interment and Committal Fees	_____
Setting or Resetting Monuments	_____
Interest on Investments and Checking	_____
Interest on Permanent Care	_____
Decorations	_____
Donations	_____
Income from other sources (<i>itemize</i>)	_____

Total Gross Income	\$ -

DISBURSEMENTS FOR 7/1/2016 - 6/30/2017

Superintendent	_____
Other Labor	_____
Property & Liability Insurance	_____
Worker Compensation	_____
Unemployment	_____
Social Security (FICA)	_____
Retirement	_____
Medical & Other Insurance	_____
Interment Fees	_____
Mowing	_____
Setting & Resetting Monuments	_____
Grading, Planting, Etc	_____
Equipment Purchased	_____
Repair of Equipment	_____
Gas & Oil	_____
Electricity/Water/Telephone	_____
Office Supplies	_____
Decorations	_____
Other Expenses (<i>itemize</i>)	_____

Total Expense	\$ -
Transfer to Permanent Care	\$ -

BALANCE IN GENERAL FUND: July 1, 2016

Cash and Checking	_____
Savings/CD's*	_____
Securities*	_____
Interest Receivable	_____
Other	_____
Total in General Fund	\$ -
July 1, 2016	

BALANCE IN GENERAL FUND: June 30, 2017

Cash and Checking	_____
Savings/CD's*	_____
Securities*	_____
Interest Receivable	_____
Other	_____
Total in General Fund	\$ -
June 30, 2017	

Add General Fund and Total Gross Income to arrive at
Grand Total \$ -

Add General Fund, Total Expense, Transfer to Permanent Care Fund to arrive at
Grand Total \$ -

PERMANENT CARE FUND

Total Permanent Care Funds, July 1, 2016 _____
 Total Permanent Care Funds Received July 1, 2016 - June 30, 2017 _____
 Total Permanent Care Funds (Other) June 30, 2017 \$ _____

Person completing the report _____
 Email _____
 Phone _____

Provide a detailed listing of all Permanent Care Funds on the table below. Total figure shown should correspond with Total Permanent Care Fund shown above.

Type of Investment	Interest Rate	Amount	Interest Received	Notes

CEMETERY INFORMATION / STATISTICS

We certify that this statement is correct and corresponds with the Cemetery account book.

Approximate size of the total cemetery property: _____

Acres

Approximate size of the developed/platted cemetery property: _____

Acres

Size of a single grave: _____

Sq. Ft.

Is a complete plat of the cemetery on file?*

Fee(s) charged for a single grave: _____

Percentage reserved for Permanent Care:** _____

Fee(s) charged for Committals: _____

Number of Committals - Please record figures for July 1, 2016 - June 30, 2017

Interments (*committals by burial of casket(s) and vault(s)*): _____ (A)

Cremated Remains (*committals of urn(s) and vault(s) containing cremated remains*): _____ (B)

Entombments (*committals by placing casket(s) in a tomb*): _____ (C)

Total Committals: _____ (Total of A + B + C)

 Pastor/Vice President/Canonical Administrator

 Lay Representative / Trustee

 Lay Representative / Trustee

 Date

The annual meeting of the Cemetery Association at which this report was presented was/will be _____

Electronic copies of this form, and other cemetery management resources, are available via the Diocese of Winona website: <http://www.dow.org/Departments/CatholicCemeteries.aspx>

*CF Minnesota Statute - Cemeteries, Sec 307.01 and Sec 307.09, "Shall be exempt from public taxes and assessment provided that Cemetery Plat has been registered with Register of Deeds."

**The Permanent Care Assessment may be no less than twenty-five (25) percent of the cost of the lot sold. *Diocese of Winona Cemetery Regulations Section VI A2.*