

This form properly completed and signed should be returned to the Chancery, PO Box 588, Winona, MN 55987 **no later than August 31, 2016.**

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.**

<b>INCOME FOR 7/1/2015 - 6/30/2016</b>	
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> )	_____
	_____
	_____
<b>Total Gross Income</b>	<b>\$ -</b>

<b>DISBURSEMENTS FOR 7/1/2015 - 6/30/2016</b>	
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> )	_____
	_____
	_____
<b>Total Expense</b>	<b>\$ -</b>
<b>Transfer to Permanent Care</b>	<b>\$ -</b>

<b>BALANCE IN GENERAL FUND: July 1, 2015</b>	
Cash and Checking	_____
Savings/CD's*	_____
Securities*	_____
Interest Receivable	_____
Other	_____
<b>Total in General Fund</b>	
<b>July 1, 2015</b>	<b>\$ -</b>

<b>BALANCE IN GENERAL FUND: June 30, 2016</b>	
Cash and Checking	_____
Savings/CD's*	_____
Securities*	_____
Interest Receivable	_____
Other	_____
<b>Total in General Fund</b>	
<b>June 30, 2016</b>	<b>\$ -</b>

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

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

\*All savings and permanent care funds are to be invested with the Diocese of Winona Deposit and Loan Fund.

**PERMANENT CARE FUND**

Total Permanent Care Funds Balance, July 1, 2015 \_\_\_\_\_  
 Total Permanent Care Funds Received July 1, 2015 - June 30, 2016 \_\_\_\_\_  
 Total Permanent Care Funds (Other) June 30, 2016 \$ -

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 Commitments: \_\_\_\_\_

Number of Commitments - Please record figures for July 1, 2015 - June 30, 2016

Interments (*commitments by burial of casket(s) and vault(s)*): \_\_\_\_\_ (A)

Cremated Remains (*commitments of urn(s) and vault(s) containing cremated remains*): \_\_\_\_\_ (B)

Entombments (*commitments by placing casket(s) in a tomb*): \_\_\_\_\_ (C)

**Total Commitments:** \_\_\_\_\_ (Total of A + B + C)

\_\_\_\_\_  
 Pastor/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.*