

**GRANGE SECRETARY QUARTERLY REPORT**

(to be completed and sent in at the end of each quarter...no later than March 31, June 30, September 30 and December 31)

GRANGE NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

GRANGE SECRETARY NAME \_\_\_\_\_ TELEPHONE \_(\_\_\_\_\_) \_\_\_\_\_

REPORT FOR THE QUARTER ENDING: \_\_\_\_\_ March 31, 20\_\_\_\_ \_\_\_\_\_ June 30, 20\_\_\_\_ \_\_\_\_\_ Sept 30, 20\_\_\_\_ \_\_\_\_\_ Dec 31, 20\_\_\_\_

NUMBER OF MEETINGS HELD THIS QUARTER: \_\_\_\_\_ AVERAGE ATTENDANCE AT MEETINGS: \_\_\_\_\_

**MEMBERS GAINED**

NEW MEMBERS SHOULD BE LISTED ON THE NEW MEMBER REPORT AND SENT IN IMMEDIATELY AFTER JOINING.

**LIST ALL MEMBERSHIP CHANGES**

i.e. Name Change (give previous name and new name), Address Or Telephone Changes. Stop or Receive the Grange News, etc.)  
(Join dates cannot be changed without required proof – CALL THE State Grange Office for more info on this)

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## MEMBERS LOST

The names listed below should match what is on your latest membership print out.

Accuracy is important so we don't delete the wrong member.

Members may not be suspended in the fourth quarter for non-payment of dues.

NAME (as listed on your membership print out)	MAILING ADDRESS, CITY, STATE, ZIP	Reason for Member Loss		
		Death	Demit Out	Suspended



**SEND ORIGINAL COPY TO THE STATE GRANGE OFFICE, A COPY TO THE POMONA SECRETARY, AND KEEP A COPY FOR YOUR RECORDS.**

\_\_\_\_\_  
Secretary Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Master/President Signature

\_\_\_\_\_  
Date

PLEASE INCLUDE AN EMAIL ADDRESS FOR THE SECRETARY AND/OR MASTER/PRESIDENT.

Secretary Email \_\_\_\_\_

Master/President Email \_\_\_\_\_