

Diocese of Quebec Annual Report For the Year ended December 31, 2018

Please complete and return one copy to Church House by March 15, 2019

Name of Congregation: _____ Church House file or Parish no. _____
_____ Date Received _____
_____ Date Posted _____

Officers for the Coming Year (WITH E-MAILS AND PHONE NUMBERS, PLEASE)

People's Warden _____
_____ phone number _____
_____ e-mail address _____

Rector's Warden _____
_____ phone number _____
_____ e-mail address _____

Send Parish Account to
The Treasurer _____
_____ phone number _____
_____ e-mail address _____

Send Cemetery Account to
(if different from parish treasurer) _____
_____ phone number _____
_____ e-mail address _____

This page will be given to the Warden of Lay Readers

Please provide e-mail address

File no. _____

Licensed Lay Reader

() Same

phone number _____
e-mail address _____

Licensed Lay Reader

() Same

phone number _____
e-mail address _____

Licensed Lay Readers

() Same

phone number _____
e-mail address _____

Licensed Lay Reader

() Same

phone number _____
e-mail address _____

Licensed Lay Reader

() Same

phone number _____
e-mail address _____

This page will be given to the Secretary of Synod

File no. _____

Please fill in below the nominees from your Parish that will be put up for election as deanery or regional delegates to the next Synod

Synod nominee

phone number

Synod nominee

phone number

Synod nominee, Youth

phone number

Congregation Statistics for 2018

File no. _____

Total number of Families on Church Roll _____
 Total of **all** Individuals, children and adults, on Church Roll including those in 200above _____
 Communicants as per Canon 1 (BCP definition) _____
 Number of Charitable tax receipts given for donation _____
 Number of other Charitable tax receipts given in the year just ended _____
 Average Sunday Attendance: _____

National Statistics

Total number of attendance during the Easter Octave _____
 Total number of attendance for Pentecost service _____
 Total number of attendance for the 2nd Sunday in September _____
 Total number of attendance during the Christmas eve and Christmas day services _____

Statistics for Synod participation

Total number of attendance during the Christmas eve and Christmas day services _____
 Total number of attendance on Ascension day service: May 14, 2015 _____
 Total number of people who attended all Sunday services throughout the year _____

Sunday School

Sunday School (s) _____
 Number of Teachers _____
 Number of Students _____

Parish Records

Baptisms: _____
 First Communions: _____
 Confirmations: _____
 Received from other Communions: _____
 Marriages: _____
 Blessings of Civil Marriages: _____
 Funerals: _____
 Burials: _____

Church Services

Number of Holy Eucharists: _____
 Number of Home Communions (including hospital, and nursing home): _____
 Number of Morning & Evening Offices _____
 Number of other public worship services _____

Organizations & Groups

	Number of Groups	Number of Members
ACW:	_____	_____
Guilds:	_____	_____
Other Women's groups:	_____	_____
Men's Groups:	_____	_____
Other Adult Groups:	_____	_____
Youth Groups:	_____	_____
Server's Guild:	_____	_____
Other	_____	_____
	_____	_____

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Expenditures

File no. _____

Parish Expenses

Monies spent to support the ministry, maintenance & programs of your Church

- Clergy Stipend and Benefits (do not include grants) _____
- Other Clergy Benefits _____
- Clergy Travel _____
- Fair Share paid to Diocese _____
- All other parish expenses _____
 - Heating & Electricity _____
 - Repairs and maintenance (including snow removal) _____
 - Office expenses, Church Supplies _____
 - Outreach _____
 - Insurance _____
 - Others _____
 - Bank charges _____

Cemetery expenses

- Mowing _____
- Maintenance of graves _____
- Any Other expenses: Please Specify: _____
- _____
- _____
- _____

Flow-Through Expenditures

forwarded specifically for another ministry

- Funds forwarded to the PWRDF _____
- Funds forwarded to the Bible Society or other _____
- Parish Revenue given to other charities _____
- Other flow-through expenditures: _____

Parish organizations (submit a copy of these reports)

- Expenses of Guild _____
- Expenses of ACW _____
- Expenses of Fundraisers _____

Capital Expenditures

Funds spent on Capital Repairs, or on the purchase of securities

- Net capital repairs to Church/Hall/Rectory _____
- Capital repairs to the Cemetery _____
- Securities purchased for your Church, Cemetery or Building Fund _____
- Purchase of land or buildings _____
- Capital funds withdrawn and used to pay for parish expenses _____

Details of accounts, GICs etc. held by the congregation:

All Parish Capital funds including those with Church Society

File no. _____

Name	Amount
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

All Cemetery Funds:

Name	Amount
_____	_____
_____	_____
_____	_____
_____	_____

Bank Accounts:

Name	Bank	Account Number	Balance at Jan 1 2018	Balance at Dec 31 2018
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Securities:	Amount	Date Due (if a Bond or a GIC)	Rate of Interest
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Signature of Wardens certifying that the information provided is correct:

_____, warden Date: _____

E-mail Address _____

_____, warden Date: _____

E-mail Address _____

Have your books been audited as per Canon 15 Yes () No ()

Auditors: _____ Incumbent: _____

Person who completed this form, if not the Incumbent: _____