

### See a Social Security Number? Say Something! Report Privacy Problems to https://public.resource.org/privacy Or call the IRS Identity Theft Hotline at 1-800-908-4490



## Form **990**

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

2009

Department of the Treasury Internal Revenue Service ► The organization may have to use a copy of this return to satisfy state reporting requirements

Open to Public Inspection

111001	nai kevei	25 50.7.55		ni may nave to ase a copy		· · · · · · · · · · · · · · · · · · ·					
	For the	2009 calendar year, o	or tax year begin	ning	,,,	2009, and endir	ng		,		
В	Check if	applicable.	С					D Employ	er Identification	n Number	
	Add	ress change IRS label	LAKE CHAR	LES SCOTTISH	RITE BOD	IES		23-	7144223		
	Nam	or print or type.	P. O. BOX					E Telepho	ne number		
	$\vdash$	See al return specific	LAKE CHAR	LES, LA 70602				337	-436-167	76	
	$\vdash$	instruc- mination tions.									
	$\mathbf{H}$	ended return						G Gross re	oceants \$	819,484.	
	$\vdash$		and address of princip	al officer	·		H(a) is this		n for affiliates?	Yes X No	
			AS C ABOVE					affiliates inch		Yes No	
_	Tov	exempt status X 501		(insert no.)	4947(a)(1) o	r 527	If 'No,'	attach a list.	(see instruction	ns) LI III	
<u>'</u>		site: N/A	(6) (10 )	(insert no.)	1454/(0)(1) 0	1 1 327	- C	exemption nu	• 0	095	
<u> </u>		·	. 🗀	Association X Other		11. 4. 45					
K		of organization Corpora	ation Trust	Association X Other		L Year of Forma	ition:	IMIS	tate of legal do	micile LA	
Pa	rt I	Summary				ED MEDMA	T ODGE	MTCAMT	ONT	<u> </u>	
	1 8	Briefly describe the org	ganization's miss	ion or most significa	int activities:	- FRAIERNA	m Okon	MITANII	ON	<del>-</del>	
8	1 -										
Activities & Governance	-					<del>-</del>					
9	2 0	Check this box ►				ticnocod of mo	 ra than 25				
ô		Number of voting mem				isposed of tho	ie ulali Zu	יאי טוינט מלי 	3	12	
ಹ		lumber of independen				line 1b)		•	4	11	
tje		otal number of emplo	-					.	5	2	
₹		otal number of volunt							6	0	
Ą	<b>7a</b> ⊺	otal gross unrelated b	ousiness revenue	from Part VIII, colu	ımn (C), line	12		[	7a	0.	
	l d	let unrelated business	taxable income	from Form 990-T, lii		<del></del>			7b	_0.	
					1 R	ECEIVE		Prior Year		Current Year	
•	8 0	Contributions and gran	its (Part VIII, line	: 1h) .				2,3	14.	2,303.	
Ž	9 F	Program service reven	ue (Part VIII, Im	e 2g)	ا. ا	UN 1 8 201	S	56,0		57,586.	
Revenue	10 li	nvestment income (Pa	art VIII, column (	A), lines 3, 4, and 70	၅) ဝို	UN 1 6 201		43,3	10.	-158,542.	
Œ		Other revenue (Part VI					8	-42,0			
	12 T	otal revenue – add Iir	nes 8 through 11	(must equal Part V	III, columa (A	SMEK)	开门	59,6	24.	-98,653.	
	13 🤆	Grants and similar amo	ounts paid (Part	IX, column (A), lines	s 1-3)	23 21 1, 0	<u></u>	16,3			
	14 E	Benefits paid to or for r	members (Part I		2,4	49.	4,055.				
ø	<b>15</b> S	Salaries, other comper	nsation, employe		25,4	00.	27,332.				
Expenses	16a F	Professional fundraisin	ng fees (Part IX,								
ē	ЬТ	otal fundraising exper	nses (Part IX. co								
ũ	17 (	Other expenses (Part I	•	* * * *			67,071. 89,5				
	1	otal expenses Add lir			-			120,933.			
		Revenue less expenses	-	-	11 (1), 1110 20	,, .,	·	111,2 -51,6		-219,586.	
		tevende less expenses	3. Caba act line	IO II OII TIII C 12		· · · · · · · · ·					
Net Assets or Fund Balancos	20 T	Tatal assats (Dort V. Iv	16					nning of Y		End of Year 1,412,380.	
80		ōtal assets (Part X, lir ōtal liabilities (Part X,	•		•		ļ	36,8		35,991.	
55	l	•	•		-		<b>—</b>		<del></del>		
		let assets or fund bala		ine 21 from line 20	· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·		<u>, 206, 5</u>	52.	1,376,389.	
ra	rt II	Signature Bloc		<del></del>			·		<del></del>		
•		Under penalties of perjury, true, correct, and complete	l declare that I have on Declaration of prepare	examined this return, inclu irer (other than officer) is l	ding accompanyii based on all infort	ng schedules and st mation of which pre	atements, ar parer has an	nd to the best y knowledge	of my knowled	ge and belief, it is	
		- 9D / a	1 7	Λ			1	1- 6	2 7 1	10	
∛Sig _He	jn re	Signature of officer	<i>y</i> /1 6	1/ L		<del></del>		<u>6</u> 7	- FW		
<b>5</b> '`		ال									
ר		BLAKE FORD Type or print name and	of title				GENE	RAL SEC			
<del>3</del> —		.ypc or print name and				Date	<del></del>		Proposed	s identificas member	
า ⊉ai		1 Xou	110 5 117	lliams		Late		heck if elf-		s identifying number uctions)	
æa: ⊉re		Preparer's				6-8-1	/ <i>[</i> ]	mployed P	X		
	rer's		NA DY WILL	<del></del>	<del></del>	1 0 0 /		-	P0054	14440	
		Firm's name (or DON)		IAMS CPA, LLO							
Un On	ly	employed), > 602	•	N LAKE ROAD,	#134		E	ın ► 2	7-23741		
		ZIP + 4 LAKI	E CHARLES,	LA 70601			Р	hone no		56-2847	
-		S discuss this return v				<del> </del>	<del></del>		X	Yes No	
DA	A F 5	Privacy Act and Panen	ade Dadudian	A -4 NI-43 41	A - <del>! A</del>				12/20/00	Form 990 (2009)	

	990 (2009) LAKE CHARLES SCOTTISH RITE BODIES	23-11	44223		Page 2
Par	t III , Statement of Program Service Accomplishments				
ष	Briefly describe the organization's mission: FRATERNAL ORGANIZATION			<del>-</del>	
			<del>_</del>		
2	Did the organization undertake any significant program services during the year which were not listed on the p	rior			
	Form 990 or 990-EZ?			es X	No
	If 'Yes,' describe these new services on Schedule O.		_	_	
3	Did the organization cease conducting, or make significant changes in how it conducts, any program services?	•	Y	es X	No
	If 'Yes,' describe these changes on Schedule O.				
4	Describe the exempt purpose achievements for each of the organization's three largest program services by ex and 501(c)(4) organizations and section 4947(a)(1) trusts are required to report the amount of grants and alloc expenses, and revenue, if any, for each program service reported.	openses. Stations to	Section 5 others, th	01(c)(3) ne total	
4:	(Code:) (Expenses \$ 53,988. including grants of \$) (Re	venue :	3		)
	MEMBERSHIP DUES, FEES AND ASSESSMENTS, AS WELL AS INVESTMENT INCO			FOR T	HE
	MUTUAL BENEFIT OF THE MEMBERS TO FOSTER BROTHERHOOD AND PROMOTE E				
	ENRICHMENT OF THE MEMBERS.				
				. – – –	
					<b>-</b>
					<del>-</del>
				<b>-</b>	
41	(Order ) Comment (Co.)				
46	(Code:) (Expenses \$) (Re	venue	·		)
					- <del>-</del> -
				. <del></del>	
	~				
40	(Code:) (Expenses \$ including grants of \$) (Re	venue \$	·		)
					<del>-</del>
				. <b></b>	
				_ <i></i> _	
				. <b></b> _	
	Other reserves and Constant Colorly (Co.)				
4d	Other program services. (Describe in Schedule O.) (Expenses \$ including grants of \$ ) (Revenue \$				
40	(Expenses \$ including grants of \$ ) (Revenue \$  Total program service expenses ► 53,988.				
70	·				

			Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If 'Yes,' complete Schedule A	1		x
2	Is the organization required to complete Schedule B, Schedule of Contributors?	2		X
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If 'Yes,' complete Schedule C, Part I	3		X
4	Section 501(c)(3) organizations Did the organization engage in lobbying activities? If 'Yes,' complete Schedule C, Part II	4		
5	Section 501(c)(4), 501(c)(5), and 501(c)(6) organizations. Is the organization subject to the section 6033(e) notice and reporting requirement and proxy tax? If 'Yes,' complete Schedule C, Part III	5		
6	Did the organization maintain any donor advised funds or any similar funds or accounts where donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If 'Yes,' complete Schedule D, Part I	6		<u>X</u> _
7	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas or historic structures? If 'Yes,' complete Schedule D, Part II	7		X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? If 'Yes,' complete Schedule D, Part III	8		x
9	Did the organization report an amount in Part X, line 21; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If 'Yes,' complete Schedule D, Part IV	9		X
10	Did the organization, directly or through a related organization, hold assets in term, permanent, or quasi-endowments? If 'Yes,' complete Schedule D, Part V	10		Х
11	Is the organization's answer to any of the following questions 'Yes'? If so, complete Schedule D, Parts VI, VIII, IX, or X as applicable	11	Х	
•	Did the organization report an amount for land, buildings and equipment in Part X, line 10? If 'Yes,' complete Schedule D, Part VI		:	
•	Did the organization report an amount for investments— other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part VII			
•	Did the organization report an amount for investments— program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part VIII.			
	Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part IX			
	Did the organization report an amount for other liabilities in Part X, line 25? If 'Yes,' complete Schedule D, Part X			
	Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48? If 'Yes,' complete Schedule D, Part X			
12	Did the organization obtain separate, independent audited financial statement for the tax year? If 'Yes,' complete Schedule D, Parts XI, XII, and XIII	12		х
	Was the organization included in consolidated, independent audited financial statement for the tax year? If 'Yes,' completing Schedule D, Parts XI, XII, and XIII is optional Yes No			
13	Is the organization a school described in section 170(b)(1)(A)(ii)? If 'Yes,' complete Schedule E.	13	-	X
14a	Did the organization maintain an office, employees, or agents outside of the United States?	14a		X
b	Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, and program service activities outside the United States? If 'Yes,' complete Schedule F, Part I	14b		<u>X</u>
15	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or assistance to any organization or entity located outside the United States? If 'Yes,' complete Schedule F, Part II	15		<u>X</u>
16	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or assistance to individuals located outside the United States? If 'Yes,' complete Schedule F, Part III.	16		_x_
17	Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If 'Yes,' complete Schedule G, Part I	17		_X_
18	Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If 'Yes,' complete Schedule G, Part II	18		X
	Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If 'Yes,' complete Schedule G, Part III.	19		X
20	Did the organization operate one or more hospitals? If 'Yes,' complete Schedule H.	20		<u>X</u>

LAKE CHARLES SCOTTISH RITE BODIES 23-7144223 Page 4 Checklist of Required Schedules (continued) Part IV No Yes Did the organization report more than \$5,000 of grants and other assistance to governments and organizations in the United States on Part IX, column (A), line 1? If 'Yes,' complete Schedule I, Parts I and II 21 X Did the organization report more than \$5,000 of grants and other assistance to individuals in the United States on Part 22 X IX, column (A), line 2? If 'Yes,' complete Schedule I, Parts I and III . Did the organization answer 'Yes' to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If 'Yes,' complete 23 Х Schedule 1 24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, and that was issued after December 31, 2002? If 'Yes,' answer lines 24b through 24d and complete Schedule K If 'No,' go to line 25 24a X 24b b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?... c Did the organization maintain an excrow account other than a refunding excrow at any time during the year to defease 24c any tax-exempt bonds? . . . . . 24d d Did the organization act as an 'on behalf of' issuer for bonds outstanding at any time during the year?. 25a Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in an excess benefit transaction with a 25a b is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If 'Yes,' complete Schedule L. Part I 25<sub>b</sub> Was a loan to or by a current or former officer, director, trustee, key employee, highly compensated employee, or disqualified person outstanding as of the end of the organization's tax year? If 'Yes,' complete Schedule L, Part II X 26 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor, or a grant selection comittee member, or to a person related to such an individual? If 'Yes,' complete Schedule L, Part III 27 X Was the organization a party to a business transation with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions): 28a a A current or former officer, director, trustee, or key employee? If 'Yes,' complete Schedule L, Part IV . Х b A family member of a current or former officer, director, trustee, or key employee? If 'Yes,' complete Schedule L, Part IV X 28b .. .. ... .. . ... c An entity of which a current or former officer, director, trustee, or key employee of the organization (or a family member) was an officer, director, trustee, or direct or indirect owner? If 'Yes,' complete Schedule L, Part IV 28c X 29 Did the organization receive more than \$25,000 in non-cash contributions? If 'Yes,' complete Schedule M Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation X contributions? If 'Yes,' complete Schedule M 30 X Did the organization liquidate, terminate, or dissolve and cease operations? If 'Yes,' complete Schedule N, Part I 31 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If 'Yes,' complete Schedule N. Part II 32 X Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If 'Yes,' complete Schedule R, Part I 33 X Was the organization related to any tax-exempt or taxable entity? If 'Yes,' complete Schedule R, Parts II, III, IV, and V, 34 X Is any related organization a controlled entity within the meaning of section 512(b)(13)? If 'Yes,' complete Schedule R, Part V, line 2.

. . Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If 'Yes,' complete Schedule R, Part V, line 2

Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If 'Yes,' complete Schedule R, Part VI . 37

Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11 and 19? Note. All Form 990 filers are required to complete Schedule O

Х Form 990 (2009)

X

X

35

36

37

Page 5

Га	It 4 Statements Regulating State INST limigs and Tax Compilation		Yes	No
1	a Enter the number reported in Box 3 of form 1096, Annual Summary and Transmittal of U.S. Information Returns. Enter -0- if not applicable			
	b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable			
•	c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1 c		
2	a Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return			
2	b If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2b	X	
	Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file this return. (see instructions)			
3	a Did the organization have unrelated business gross income of \$1,000 or more during the year covered by this return?	3a		_X_
	b If 'Yes' has it filed a Form 990-T for this year? If 'No,' provide an explanation in Schedule O	3ь		
4	a At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a		_X_
	b If 'Yes,' enter the name of the foreign country: ▶			
	See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts			
5	a Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a		X
1	b Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b		Х
•	c If 'Yes,' to line 5a or 5b, did the organization file Form 8886-T, Disclosure by Tax-Exempt Entity Regarding Prohibited Tax Shelter Transaction?	5c		
6	a Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible?	6a		Χ
١	b If 'Yes,' did the organization include with every solicitation an express statement that such contributions or gifts were not deductible?	6ь		
7	Organizations that may receive deductible contributions under section 170(c).			
,	a Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a		Х
ı	b If 'Yes,' did the organization notify the donor of the value of the goods or services provided?	7b		
•	c Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7с		Х
	d If 'Yes,' indicate the number of Forms 8282 filed during the year	7e		Х
1	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f		X
9	g For all contributions of qualified intellectual property, did the organization file Form 8899 as required?	7g		
ı	h For contributions of cars, boats, airplanes, and other vehicles, did the organization file a Form 1098-C as required?	7h		
8	Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting organizations. Did the supporting organization, or a donor advised fund maintained by a sponsoring organization, have excess business holdings at any time during the year?	۵		
9	Sponsoring organizations maintaining donor advised funds.	8		<del></del>
٠,	a Did the organization make any taxable distributions under section 4966?	9a		
	b Did the organization make any distribution to a donor, donor advisor, or related person?	9ь		
	Section 501(c)(7) organizations. Enter:			
	a Initiation fees and capital contributions included on Part VIII, line 12.			
	Gross Receipts, included on Form 990, Part VIII, line 12, for public use of club facilities .	- 1		
	Section 501(c)(12) organizations. Enter:	1		
ē	a Gross income from other members or shareholders		j	
ı	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)			
128	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a		
t	o If 'Yes,' enter the amount of tax-exempt interest received or accrued during the year 12b			

BAA

Form 990 (2009)

Pàrt VI Governance, Management and Disclosure For each 'Yes' response to lines 2 through 7b below, and for a 'No' response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

<u>Sect</u>	<u>ion A.</u>	Governir	ig Body	and M	lanag	emen	<u>1t</u>	_											
																_		Yes	No
		number of v	_		_	_		-		-			1a			12			
b	Enter the	number of v	oting mer	nbers tha	at are ı	ndeper	ndent						1ь			11			
2	Did any o	officer, direct	or, trustee	e, or key employed	employ e?	yee hav	ve a f	family	relatio	onship o	or a busir	ness rel	ations	hip with	any othe	er	2		_X
3	Did the o	rganization o	lelegate co	ontrol ov	er man employ	ageme	ent du a ma	ities cu anagen	ustom nent d	arily pe	rformed i	by or u	nder tr n?	ne direc	t supervi	sion	3		x_
4	Did the o	rganization r	nake any	significar	nt chan	ges to	its or	ganiza	ationa	l docum	ients					[	4		_X
	since the	prior Form 9	990 was fil	led?				_											
5	Did the o	rganization t	ecome av	ware duri	ing the	year o	of a ma	aterial	diver	sion of	the orga	nızatıor	i's ass	ets?		[	5		<u>X</u> _
6	Does the	organization	have me	mbers or	r stockt	nolders	s?									[	6	Х	
7a	Does the	organization	have me	mbers, s	stockhol	lders, d	or oth	ner per	sons	who ma	ay elect o	ne or n	nore m	embers	of the		7a	х	
	•	decisions of	the govern	nng body	y subjec	ct to ar	pprova	al by n	nemb	ers, sto	ckholder	s, or ot	her pe	rsons?			7b	X	
	Did the o	rganization o	ontempor:	aneously	y docun	nent th	ie me	etings	held	or writte	en action	s under	rtaken	during 1	he year	by			
		erning body?														1	8a	х	
	•	nmittee with	authority f	to act on	hehalf	of the		· rnına t	hodv?	,	•					F	8ь	X	
9	Is there a	anv officer, d	rector or	trustee.	or key (	employ	vee lis	sted in	Part	VII. Se	ction A, v	vho car	nnot be	reache	ed at the	-		••	
	organiza	tion's mailing	address?	' If 'Yes,	' provid	te the r	names	s and a	addre	sses ın	Schedul	e O .					9		<u>X</u>
		Policies	(This:	Section	ı B re	quesi	ts ini	torma	atıon	abou	t polici	es not	t requ	ured b	y the li	nterna	d .		
Rever	nue Code	:)																	
		_					_		_							Г	<del></del>	Yes	No
		organization		•	•		•					• •	• • •				10a	<u>X</u>	
b	If 'Yes,' o and bran	does the orga ches to ensu	anization h ire their of	nave writt perations	ten poli s are co	icies ai onsistei	nd pro nt with	ocedur h thosi	res go e of th	verning ne orga	the action?	vities of	fsuch	chapter	s, affiliat ·	es,	10 ь	x	
		organization	-							_	-	-		_		}	11	Х	
		ın Schedule	-		-	-		-					. S	EE SC	HEDUL	EOL			
		organization					•	-		-							12a	Х	
b	Are office to conflic	ers, directors its?	or trustee	es, and k	ey emp	oloyees	s requ	uired to	o disc	lose an	nually int	erests	that co	uld give	rise		12b	Х	
		organization O how this			sistent SCH				orce o	complia ·	nce with	the pol	icy? If	'Yes,' c	lescribe i	n	12c	х	
13	Does the	organization	i have a w	ritten wh	nstleblo	wer po	olicy?	٠.	•								13	X	
14	Does the	organization	have a w	ritten do	cument	t retent	tion a	and des	structi	ion poli	cy?					1	14	Χ_	
15	Did the p	rocess for de comparabilit	etermining y data, an	compend conten	nsation nporan	of the eous s	follow substa	ving pe Intiatio	ersons on of t	s includ he delib	e a reviev peration a	w and a and dec	approvasion?	al by in	tepender	nt			
a	The orga	nızatıon's CE	O, Execu	tive Direc	ctor, or	top m	anage	ement	officia	al						Į	15a		_X_
b	Other off	icers of key	employees	of the o	organiza	ation										[	15b		Χ_
	If 'Yes' to	line 15a or	15b, descr	ribe the p	process	s in Scl	hedul	le O. (3	See ir	nstructio	ons.)					1			
16a	Did the o	rganization i	nvest in, c ?	ontribute:	e assets	s to, or	r parti	cipate	ın a j	oint vei	nture or s	sımılar a	arrang	ement v	vith a tax	able	16a		X
	ın joint ve status wi	nas the organenture arrang th respect to	gements u such arra	nder app	olicable	policy federa	or pro	law, a	nd tak	ken step	the organos to safe	eguard	the org	ganızatı	participa on's exer	ation npt	16ь		
Sect	ion C.	Disclosu	res																
17	List the s	tates with wh	nich a copy	y of this	Form 9	190 is r	equire	ed to b	oe file	d ► <u>1</u>	NONE_				. <b></b>			- <b></b> .	
18	Section 6 inspectio	5104 requires n. Indicate h	an organ	ization to ake these	o make e availa	its For able. C	rms 10 heck	023 (o all tha	r 1024 It appl	4 if appl ly.	licable), 9	990, an	d 990-	T (501(d	:)(3)s onl	y) avaıl	able f	or put	olic
	_	website	ш	Another's					•	reques									
19	Describe statemer	ın Schedule its available i	O whether to the pub	r (and if lic.	so, hov S <b>EE</b> S	w) the c	organ <b>)ULE</b>	nizatior 0	n mak	es its g	overning	docum	ents, o	conflict	of interes	t policy	, and	financ	cial
		name, phys FORD 71													rds of the	e organ	ızatıo	n:	
•																			

BAA

Form 990 (2009)

## Part VII | Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

#### Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

- 1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organizations's tax year. Use Schedule J-2 if additional space is needed.
- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
  - List all of the organization's current key employees. See instructions for definition of 'key employees.'
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's former officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's former directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

Check this box if the organization did no (A)	T	Sale a	ıy C			mcer,	un e		<b>(5)</b>	<b>(5)</b>
(A) Name and Title	(B) Average	(C) Position (check all that apply)					h/)	<b>(D)</b>	(E)	(F)
Name and little	hours per week	or director	institutional trustee	Officer	Key employee	Highest compensated employee	Former	Reportable compensation from the organization (W-2/1099-MISC)	Reportable compensation from related organizations (W-2/1099-MISC)	Estimated amount of other compensation from the organization and related organizations
RICHARD B. SMITH										
REPRESENTATIVE	2	Х						0.	0.	0.
CHARLES G. CALLAHAN	_					1				
GENERAL SEC	20			X	<u> </u>			10,950.	0.	0.
CHARLES CLIFFORD HEATH, JR						l				
VENERABLE MASTE	2			Х		-		0.	0.	0.
CLARENCE L. CALLIHAN	1					]				
TREASURER	2		H	X		<u> </u>		150.	0.	0.
	-	1							!	
	<del>                                     </del>		H							
	1	1								
	†				$\vdash$					
	1									
	1									
	ļ		Ш							
	4									
	<del> </del>		H						<del></del>	
	-									
	<del>                                     </del>						-			
~	1									
	1									
	1									
	<u> </u>									
	4									
			-						<del> </del>	
	-									
			$\vdash$							
	1									
	1					l				

TEEA0107L 11/10/09

Form 990 (2009) LAKE CHARLES SCOTTISH RITE BODIES

23-7144223

Page 8

Га	VIII Statement of Revenue			<del></del>	
		(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512, 513, or 514
9	1a Federated campaigns 1a				
TIS	b Membership dues 1b				ļ
SE OU					
IS, (					
AR AR	d Related organizations . 1d				
AS,	e Government grants (contributions)				
CONTRIBUTIONS, GIFTS, GRANTS AND OTHER SIMILAR AMOUNTS	f All other contributions, gifts, grants, and similar amounts not included above 1 f 2,303.				
NO N	· · · · · · · · · · · · · · · · · · ·	2 202			
	h Total. Add lines 1a-1f	2,303.		·	
NOE	Business Code				
SE	2a MEMBERSHIP DUES & ASSESSMENTS	57,586.	57,586.		
ERE	b				
짇	c				
Ë	d				
¥.	e		_		
GR.	f All other program service revenue.		=, , , =		
PROGRAM SERVICE REVENUE	g Total. Add lines 2a-2f	57,586.			
		37,300.		<u>.</u>	<del> </del>
	Investment income (including dividends, interest and other similar amounts)	30,679.			30,679.
	4 Income from investment of tax-exempt bond proceeds	30,013.			30,073.
	5 Royalties			<del></del>	<del></del>
	(i) Real (ii) Personal		*	<del></del>	
		Ì			
	6a Gross Rents				ł
	b Less: rental expenses				
j	c Rental income or (loss)				ĺ
	d Net rental income or (loss)				
	7a Gross amount from sales of (i) Securities (ii) Other				
	assets other than inventory 728, 916.				•
	<b>b</b> Less cost or other basis	1			
	and sales expenses 918, 137.				
	c Gain or (loss) -189, 221.				
	d Net gain or (loss)	-189,221.	-189,221.		
필	8a Gross income from fundraising events (not including \$	103,222.	103,221.		
	of contributions reported on line 1c).				
OTHER REVEN	See Part IV, line 18.		İ		
땳					
5	' I <del></del>		i		
	c Net income or (loss) from fundraising events .				
	9a Gross income from gaming activities. See Part IV, line 19.				
	b Less: direct expenses. b				
	c Net income or (loss) from gaming activities .			-	
	10a Gross sales of inventory, less returns and allowances				
l	b Less cost of goods sold b	}	ļ		
ļ	c Net income or (loss) from sales of inventory			,, _	
	Miscellaneous Revenue Business Code				
ļ	11a				
İ	b				
	c				
	d All other revenue			<del></del>	
- 1	e Total. Add lines 11a-11d				
]	12 Total revenue. See instructions	-98,653.	-131,635.	0.	30,679.
		20,000.	101,000.	<u> </u>	30,073.

Page 10

Part IX . Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns.

All other organizations must complete column (A) but are not required to complete columns (B), (C), and (D).

	All other organizations must com				(D)
Do 6b,	not include amounts reported on lines 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	( <b>B</b> ) Program service expenses	(C) Management and general expenses	Fundraising expenses
1	Grants and other assistance to governments and organizations in the U.S. See Part IV, line 21				
2	Grants and other assistance to individuals in the U.S. See Part IV, line 22				
3	Grants and other assistance to governments, organizations, and individuals outside the U.S. See Part IV, lines 15 and 16				
4		4,055.	4,055.		
5	Compensation of current officers, directors, trustees, and key employees	11,100.	0.	11,100.	0.
6	Compensation not included above, to disqualified persons (as defined under section 4958(f)(1) and persons described in section 4958(c)(3)(B)	0.	0.	0.	_0
7	Other salaries and wages	14,159.		14,159.	
8	Pension plan contributions (include section 401(k) and section 403(b) employer contributions)				
9	Other employee benefits				
10	Payroll taxes	2,073.		2,073.	
11	Fees for services (non-employees)				
	Management .				
	Legal	5 505		5 505	
	Accounting	5,505.		5,505.	
	Lobbying				
	e Prof fundraising svcs. See Part IV, In 17	6 762		6 762	
	Investment management fees Other	6,762.		6,762.	<del></del>
•	Advertising and promotion	290.	290.		
13	Office expenses	3,998.		3,998.	<del></del>
14	Information technology	2,939.		2,939.	
15	Royalties	2,333.		2, 333.	
16	Occupancy .	12,400.		12,400.	
17	Travel	2,400.		2,400.	
18	Payments of travel or entertainment expenses for any federal, state, or local public officials				
19	Conferences, conventions, and meetings	12,502.	12,502.		
20	Interest .				
21		13,903.	13,903.		
	Depreciation, depletion, and amortization .				
23	Insurance	3,038.		3,038.	
24	Other expenses Itemize expenses not covered above. (Expenses grouped together and labeled miscellaneous may not exceed 5% of total expenses shown on line 25 below.)				
	EQUIPMENT RENTAL/MAINT	20,836.	20,836.		
	POSTAGE AND SHIPPING	1,863.		1,863.	
	AWARDS SUPPLIES	1,133.	1,133.		
	PRINTING AND PUBLICATIONS	669.	669.		
	ENTRY FEES	600.	600.		
	All other expenses .	708.		708.	
	Total functional expenses. Add lines 1 through 24f.	120,933.	53,988.	66,945.	0.
26	Joint costs. Check here ► if following SOP 98-2. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation				
BAA		·			Form <b>990</b> (2009)

Form 990 (2009)

BAA

Form 990 (2009)

**Balance Sheet** (A) Beginning of year (B) End of year 31,703 16,140. Cash - non-interest-bearing . . 1 1 1,193,982. 2 1,380,340. 2 Savings and temporary cash investments . . . . 3 Piedges and grants receivable, net 4 Accounts receivable, net Receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L 5 Receivables from other disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B). Complete Part II of Schedule L. 6 7 Notes and loans receivable, net. 8 Inventories for sale or use. Prepaid expenses and deferred charges 9 10a Land, buildings, and equipment: cost or other basis. 10 a 78,683. Complete Part VI of Schedule D 62,783. **b** Less: accumulated depreciation. 10<sub>b</sub> 15,900. 10c 15,900. 11 Investments - publicly-traded securities 11 12 Investments - other securities. See Part IV, line 11 12 13 Investments - program-related. See Part IV, line 11 13 14 Intangible assets. . 14 15 1,828. 15 Total assets. Add lines 1 through 15 (must equal line 34) 1,243,413. 16 1,412,380. 17 Accounts payable and accrued expenses 735. 17 853. 18 Grants payable 18 19 Deferred revenue. 19 36,126. 35,138. 20 21 Escrow or custodial account liability. Complete Part IV of Schedule D 21 Payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L Secured mortgages and notes payable to unrelated third parties 23 Unsecured notes and loans payable to unrelated third parties 24 Other liabilities. Complete Part X of Schedule D 25 Total liabilities. Add lines 17 through 25 36,861. 26 35,991. Organizations that follow SFAS 117, check here X and complete lines 27 through 29 and lines 33 and 34. Unrestricted net assets 1,193,052. 27 1,362,889. 28 Temporarily restricted net assets. 28 Permanently restricted net assets. . . . 13,500. 29 13,500. R Organizations that do not follow SFAS 117, check here and complete lines 30 through 34. Capital stock or trust principal, or current funds. 30 Paid-in or capital surplus, or land, building, and equipment fund 31 32 Retained earnings, endowment, accumulated income, or other funds.... 32 33 Total net assets or fund balances. 1,206,552. 33 1,376,389. Total liabilities and net assets/fund balances. 1,243,413. 1,412,380.

Form 990 (2009) LAKE CHARLES SCOTTISH RITE BODIES 23-71442	23	Pa	age 12
Part XI   Financial Statements and Reporting	-	l v	T
1 Accounting method used to prepare the Form 990:		Yes	No
If the organization changed its method of accounting from a prior year or checked 'Other,' explain in Schedule O.			
2a Were the organization's financial statements compiled or reviewed by an independent accountant?.	. 2a		Х
<b>b</b> Were the organization's financial statements audited by an independent accountant?	2b		X_
c If 'Yes' to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?	2с		
If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O			
d If 'Yes' to line 2a or 2b, check a box below to indicate whether the financial statements for the year were issued on a consolidated basis, separate basis, or both:			
Separate basis Consolidated basis Both consolidated and separate basis			
3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?	3a		х
<b>b</b> If 'Yes,' did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits	ıt <b>3b</b>		

BAA

Form **990** (2009)

## SCHEDULE D (Form 990)

Supplemental Financial Statements

Complete if the organization answered 'Yes,' to Form 990,
Part IV, lines 6, 7, 8, 9, 10, 11, or 12.

Attach to Form 990. ► See separate instructions Open to Public

Department of the Treasury Internal Revenue Service Name of the organization

Inspection Employer Identification number

OMB No 1545-0047

LAKE CHARLES SCOTTISH RITE BODIES

MAR CHARGES SCOTTION ATTE BOSTES	23-7144223
Part I Organizations Maintaining Donor Advised Funds or Other Similar F	unds or Accounts Complete if
the organization answered 'Yes' to Form 990, Part IV, line 6.	·
(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year	
2 Aggregate contributions to (during year) .	
3 Aggregate grants from (during year)	
4 Aggregate value at end of year	
5 Did the organization inform all donors and donor advisors in writing that the assets held in do funds are the organization's property, subject to the organization's exclusive legal control?	onor advised Yes No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funused only for charitable purposes and not for the benefit of the donor or donor advisor or for	nds may be rany other
purpose conferring impermissible private benefit??	Yes No
Part II Conservation Easements Complete if the organization answered 'Ye	s' to Form 990, Part IV, line 7.
1 Purpose(s) of conservation easements held by the organization (check all that apply).	
Preservation of land for public use (e.g., recreation or pleasure)	n of an historically important land area
Protection of natural habitat Preservation	n of certified historic structure
Preservation of open space	
2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in last day of the tax year.	the form of a conservation easement on the
	Held at the End of the Year
a Total number of conservation easements	2a
<b>b</b> Total acreage restricted by conservation easements.	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after 8/17/06	2d
3 Number of conservation easements modified, transferred, released, extinguished, or terminal	ated by the organization during the tax
year ▶	
4 Number of states where property subject to conservation easement is located ▶	
5 Does the organization have a written policy regarding the periodic monitoring, inspection, ha and enforcement of the conservation easement it holds?	andling of violations, Yes No
6 Staff and volunteer hours devoted to monitoring, inspecting, and enforcing conservation eas during the year ▶	sements
7 Amount of expenses incurred in monitoring, inspecting, and enforcing conservation easemenduring the year ►	nts \$
8 Does each conservation easement reported on line 2(d) above satisfy the requirements of set 170(h)(4)(B)(i) and 170(h)(4)(B)(ii)?	ection Yes No
9 In Part XIV, describe how the organization reports conservation easements in its revenue ar include, if applicable, the text of the footnote to the organization's financial statements that of conservation easements.	nd expense statement, and balance sheet, and describes the organization's accounting for
Part III Organizations Maintaining Collections of Art, Historical Treasures,	or Other Similar Assets
Complete if the organization answered 'Yes' to Form 990, Part IV, lin	ne 8.
1 a If the organization elected, as permitted under SFAS 116, not to report in its revenue statem treasures, or other similar assets held for public exhibition, education, or research in furthers the text of the footnote to its financial statements that describes these items.	nent and balance sheet works of art, historical rance of public service, provide, in Part XIV,
b If the organization elected, as permitted under SFAS 116, to report in its revenue statement treasures, or other similar assets held for public exhibition, education, or research in further amounts relating to these items:	
(i) Revenues included in Form 990, Part VIII, line 1	. 🛕
	<b>&gt;</b> \$
(ii) Assets included in Form 990, Part X	
<ul> <li>(ii) Assets included in Form 990, Part X</li></ul>	·
2 If the organization received or held works of art, historical treasures, or other similar assets	·

Schedule D (Form 990) 2009 LAKE	CHARLES SCO	OTTISH RITE I	BODIES	23-714	
Part III Organizations Mainta	ining Collection	ons of Art, Hist	orical Treasures, o	or Other Similar As	sets (continued
3 Using the organization's acquisition items (check all that apply).	on accession and	other records, chec	k any of the following th	nat are a significant use	of its collection
a Public exhibition		<b>d</b> Loan	or exchange programs		
<b>b</b> Scholarly research		e Other			
c Preservation for future genera	ations		·		
4 Provide a description of the organ Part XIV.	nization's collection	ns and explain how	they further the organi.	zation's exempt purpose	in
5 During the year, did the organizat assets to be sold to raise funds ra	tion solicit or receitather than to be m	ive donations of art	historical treasures, or the organization's coll	other similar ection?	Yes No
Part IV Escrow and Custodia 9, or reported an amo	I Arrangemen unt on Form 9	<b>ts</b> Complete if 6990, Part X, line	organization answer	ered 'Yes' to Form 9	390, Part IV, Im
1 a Is the organization an agent, trus included on Form 990, Part X?	tee, custodian, or	other intermediary	for contributions or oth	er assets not	Yes No
<b>b</b> If 'Yes,' explain the arrangement	in Part XIV and co	omplete the following	ig table:		
					Amount
c Beginning balance			• •	. 1c	
d Additions during the year				1d	
e Distributions during the year				1e	
f Ending balance .				<u>If</u>	
2a Did the organization include an ai	mount on Form 99	30, Part X, line 21?			Yes No
b If 'Yes,' explain the arrangement	ın Part XIV.				
Part V Endowment Funds Co	mplete if orga	nization answe	red 'Yes' to Form !	990, Part IV, line 10	).
	(a) Current year	(b) Prior year	(c) Two years bac	k (d) Three years back	(e) Four years back
1 a Beginning of year balance .					
<b>b</b> Contributions .					
c Net Investment earnings, gains, and losses					
<b>d</b> Grants or scholarships .					-
Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					
2 Provide the estimated percentage	of the year end I	palance held as:	•		
a Board designated or quasi-endow	-	ક			
<b>b</b> Permanent endowment ►					
c Term endowment ►	<b>8</b>				
3a Are there endowment funds not in	n the possession (	of the organization	that are held and admir	nistered for the	
organization by.					Yes No
(i) unrelated organizations					3a(i)
(ii) related organizations					3a(ii)
<b>b</b> If 'Yes' to 3a(II), are the related o	9	•		•	3b
4 Describe in Part XIV the intended				10	
Part VI Investments—Land, B	<del></del>			<u></u>	<del> </del>
Description of investment	(a) (	Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated Depreciation	(d) Book Value
<b>1a</b> Land					
<b>b</b> Buildings		15,900.			15,90
c Leasehold improvements					
<b>d</b> Equipment		62,783.		62,783.	
e Other					
Total. Add lines 1a through 1e (Column	ı (d) must equal F	orm 990, Part X, co	olumn (B), line 10(c) )	<u></u> . ►	15,90
BAA				Sched	tule <b>D</b> (Form 990) 20

TEEA3302L 02/02/10

Schedule D (Form 990) 2009 LAKE CHARLES SCOTTISH RITE BODIES

23-7144223

Page 3

Sche	edule <b>p</b> (Form 990) 2009	LAKE CHARLES SCOTTISH RITE BO	DIES		23-714	4223	Page 4
		n of Change in Net Assets from Form				N/A	
1		0, Part VIII,column (A), line 12)			.		
2		90, Part IX, column (A), line 25)			Ī		
3	Excess or (deficit) for the	e year. Subtract line 2 from line 1					
4	Net unrealized gains (los		•				
5	Donated services and us	se of facilities			[		
6	Investment expenses				. [		
7	Prior period adjustments				Ī		
8	Other (Describe in Part )				[		
9	Total adjustments (net).						
10	Excess or (deficit) for the	e year per audited financial statements. Combine	lines 3 a	and 9			
Pai	rt XII Reconciliation	n of Revenue per Audited Financial St	atemen	nts With Revenue per	Return	N/A	
1		nd other support per audited financial statements			1	-	
2	Amounts included on line	e 1 but not on Form 990, Part VIII, line 12:					
ε	Net unrealized gains on	investments		2a			
Ŀ	Donated services and us	se of facilities		2b	7		
(	Recoveries of prior year	grants		2c	7		
	d Other (Describe in Part )			2d	TI i		
•	Add lines 2a through 2d		'		. 2e		
3	Subtract line 2e from line	e <b>1</b> .			3	• •	
4	Amounts included on Fo	orm 990, Part VIII, line 12, but not on line 1:					•
ε	Investments expenses n	ot included on Form 990, Part VIII, line 7b.		4a			
t	Other (Describe in Part )	XIV)		4b			
c	Add lines 4a and 4b	•	,		4c		
5	Total revenue. Add lines	3 and 4c. (This must equal Form 990, Part I, lin	e 12.) .		5		
		of Expenses per Audited Financial State		With Expenses per Re	eturn	N/A	
1	Total expenses and loss	es per audited financial statements			1		
2	Amounts included on line	e 1 but not on Form 990, Part IX, line 25:					
8	Donated services and us	se of facilities		2a			
Ŀ	Prior year adjustments			2b			
c	Other losses.			2c			
c	d Other (Describe in Part )	XI <b>V)</b>		2d			
e	Add lines 2a through 2d				. 2e		
3	Subtract line 2e from line	e 1			3		
4	Amounts included on For	rm 990, Part IX, line 25, but not on line 1:					
a	Investments expenses n	ot included on Form 990, Part VIII, line 7b		4a			
t	Other (Describe in Part )	XIV)		4b	_]		
c	Add lines 4a and 4b				4c		
		es 3 and 4c (This must equal Form 990, Part I, lin	ne 18)		5		
Par	t XIV Supplementa	I Information				_	
Com line 4 infori	plete this part to provide t	the descriptions required for Part II, lines 3, 5, ar line 8; Part XII, lines 2d and 4b; and Part XIII, lines 2d and	nd 9; Parlies 2d an	t III, lines 1a and 4; Part IV d 4b. Also complete this p	/, lines 1b	and 2b; Parwide any add	t V, intonal
 	<b>-</b>						

Schedule D (Form 990) 2009 Part XIV Supplemen	LAKE CHARLES	SCOTTISH RITE B	BODIES	23-7144223	Page 5
Part XIV   Supplemen	tal Information (co	ontinued)			
		·			
		·			
					·
		. <b></b>			
					, <del>-</del> -
					<b>_</b> _
			·		
			·	<del>-</del>	
		<del></del>			
		<del></del>			
		·	· <del></del>		
<del></del>					
		. <b></b>			
					<b>-</b> -
			- <del></del>		
			<del></del>		
<del></del>					
					<b>-</b> -
					_ <b>_</b>

TEEA3305L 07/10/09

Schedule **D** (Form 990) 2009

BAA

### SCHEDULE O (Form 990)

## **Supplemental Information to Form 990**

OXB No. 1545-0047

2009

Department of the Treasury Internal Revenue Service Complete to provide information for responses to specific questions on Form 990 or to provide any additional information.

Attach to Form 990.

Open to Public Inspection

LAKE CHARLES SCOTTISH RITE BODIES	23-7144223
FORM 990, PART VI, LINE 11 - FORM 990 REVIEW PROCESS	
THE FORM 990 WAS SENT TO THE BOARD MEMBERS VIA E-MAIL FOR	THEIR COMMENTS AND REVIEW.
FORM 990, PART VI, LINE 12C - EXPLANATION OF MONITORING AND ENFO	RCEMENT OF CONFLICTS
SEE ATTACHEMENT 1 - CONFLICT OF INTEREST QUESTIONNAIRE.	
FORM 990, PART VI, LINE 19 - OTHER ORGANIZATION DOCUMENTS PUBLIC	CLY AVAILABLE
A PAPER COPY OF THE FORM 990 IS AVAILABLE UPON REQUEST FRO	M THE ORGANIZATION'S
OFFICE.	
THE WHISTLEBLOWER POLICY IS ATTACHED AND IS AVAILABLE UPON	REQUEST FROM THE
ORGANIZATION'S OFFICE. PLEASE SEE ATTACHMENT 2.	
THE RECORD RETENTION POLICY IS ATTACHED AND IS AVAILABLE U	PON REQUEST FROM THE
ORGANIZATION'S OFFICE. PLEASE SEE ATTACHMENT 3.	
	<del></del>
	<del>-</del> -
<del>-</del>	

### Lake Charles Scottish Rite Bodies

## SGIG Advisory Board Members

## Conflict of Interest

Name:
Position (employee/volunteer/trustee):
Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest between Lake Charles Scottish Rite Bodies and your personal interests, financial or otherwise:
I have no conflict of interest to report
I have the following conflict of interest to report (please specify other nonprofit and for profit boards you (and your spouse) sit on, any for-profit businesses for which you or an immediate family member are an officer or director, or a majority shareholder, and the name of your employer and any businesses you or a family member own):
1
2
3
I hereby certify that the information set forth above is true and complete to the best of my knowledge. I have reviewed, and agree to abide by, the Policy of Conflict of Interest of Lake Charles Scottish Rite Bodies.
Signature:
Date:
Attest:
SGIG Advisory Board Chair:
Date:

#### Lake Charles Scottish Rite Bodies

#### Whistleblower Policy

If any employee reasonably believes that some policy, practice, or activity of Lake Charles Scottish Rite Bodies is in violation of law, a written complaint may be filed by that employee with the SGIG's Personal Representative.

It is the intent of Lake Charles Scottish Rite Bodies to adhere to all laws and regulations that apply to the organization, and the underlying purpose of this Policy is to support the organization's goal of legal compliance. The support of all employees is necessary to achieving compliance with various laws and regulations. An employee is protected from retaliation only if the employee brings the alleged unlawful activity, policy, or practice to the attention of Lake Charles Scottish Rite Bodies and provides Lake Charles Scottish Rite Bodies with a reasonable opportunity to investigate and correct the alleged unlawful activity. The protection described below is only available to employees that comply with this requirement.

Lake Charles Scottish Rite Bodies will not retaliate against an employee who, in good faith, has made a protest or raised a complaint against some practice of Lake Charles Scottish Rite Bodies, or of another individual or entity with whom Lake Charles Scottish Rite Bodies had a business relationship, on the basis of a reasonable belief that the practice is in violation of law or a clear mandate of public policy.

Lake Charles Scottish Rite Bodies will not retaliate against an employee who discloses or threatens to disclose to a supervisor or a public body any activity, policy, or practice of Lake Charles Scottish Rite Bodies that the employee reasonably believes is in violation of a law, or a rule, or regulation mandated pursuant to law or is in violation of a clear mandate or public policy concerning health, safety, welfare, or protection of the environment.

My signature below indicates my receipt and understanding of this Policy. I also verify that I have been provided with an opportunity to ask questions about the Policy.

Employee	Signature	and	Date	
	. 5			

# Lake Charles Scottish Rite Bodies Document Retention Policy

This policy specifies how important documents (hardcopy, online or other media) should be retained, protected and eligible for destruction. The policy also ensures that documents are promptly provided to authorities in the course of legal investigations or lawsuits.

#### **Document Retention Schedule**

The following types of documents will be retained for the following periods of time. At least one copy of each document will be retained according to the following schedule.

Corpo	rate	Reco	rde
COLDO	Iau	11000	1 43

Article of Incorporation to apply for corporate status	Permanent
IRS Form 1023 (in the USA) to file for tax-exempt and/or charitable status	Permanent
Letter of Determination (for example, from the IRS in the USA) granting tax	
exempt and/or charitable status	Permanent
By Laws	Permanent
Board policies	Permanent
Resolutions	Permanent
Board meeting minutes	Permanent
Sales tax exemption documents	Permanent
Tax or employee identification number designation	Permanent
Annual corporate filings	Permanent

#### **Financial Records**

Chart of Accounts	Permanent
Fiscal Policies and Procedures	Permanent
Audits	Permanent
Financial statements	Permanent
General Ledger	Permanent
Check registers/books	7 years
Business expenses documents	7 years
Bank deposit slips	7 years
Cancelled checks	7 years
Invoices	7 years
Investment records (deposits, earnings, withdrawals)	7 years
Property/asset inventories	7 years
Petty cash receipts/documents	3 years
Credit card receipts	3 years

#### Tax Records

Annual tax filing for the organization (IRS Form 990 in the USA)	Permanent
Payroll registers	Permanent
Filings of fees paid to professionals (IRS Form 1099 in the USA)	7 years
Payroll tax withholdings	7 years

7 years Earnings records Payroll tax returns 7 years W-2 statements 7 years Personnel Records Employee offer letters Permanent Confirmation of employment letters Permanent Benefits descriptions per employee Permanent Pension records Permanent Employee applications and resumes 7 years after termination Promotions, demotions, letter of reprimand, termination 7 years after termination Job descriptions, performance goals 7 years after termination Workers' Compensation records 5 years Salary ranges per job description 5 years 5 years after termination I-9 Forms Time reports 3 years after termination **Insurance Records** Property Insurance policy Permanent Directors and Officers Insurance policy Permanent Workers' Compensation Insurance policy Permanent General Liability Insurance policy Permanent Insurance claims applications Permanent Insurance disbursements / denials Permanent Contracts All insurance contracts Permanent **Employee contracts** Permanent Construction contracts Permanent Legal correspondence Permanent Loan / mortgage contracts Permanent Leases / deeds Permanent Vendor contracts 7 years Warranties 7 years **Donations / Funder Records** Grant dispersal contract Permanent **Donor lists** 7 years Grant applications 7 years Donor acknowledgements 7 years **Management Plans and Procedures** Strategic Plans 7 years Staffing, programs, marketing, finance, fundraising and evaluation plans 7 years Vendor contacts 7 years

Disaster Recovery Plan

7 years

## (Rev April 2009)

# Application for Extension of Time To File an Exempt Organization Return

OMB No 1545-1709

Department of the Treasury

File a separate application for each return.

<ul><li>If you are</li></ul>	filing for an Automatic 3-Month E	extension, complete only Part I and check this box		•	► X
• If you are	filing for an Additional (Not Auto	matic) 3-Month Extension, complete only Part II (on	page 2 of this f	form)	_
Do not compl	lete Part II unless you have alread	ly been granted an automatic 3-month extension on	a previously file	ed Form 8868.	
Part I	Automatic 3-Month Extens	ion of Time. Only submit original (no cop	ies needed)	).	
		, , , ,	•		
-		equesting an automatic 6-month extension - check			
All other corp income tax re		partnerships, REMICS, and trusts must use Form 70	004 to request a	an extension of tin	ne to file
returns noted the additional Form 990-T. I	below (6 months for a corporatio	ectronically file Form 8868 if you want a 3-month auton required to file Form 990-T). However, you cannot on or (2) you file Forms 990-BL, 6069, or 8870, group completed and signed page 2 (Part II) of Form 8868 file for Charities & Nonprofits	file Form 8868 o returns, or a c	electronically if (1 composite or cons	) you want olidated
· 1	Name of Exempt Organization			Employer identification	on number
Type or				1	
print	LAKE CHARLES SCOTTIS	H RITE BODIES		23-7144223	
File by the	Number, street, and room or suite number				
due date for filing your	P. O. BOX 542				
return See instructions	City, town or post office, state, and ZIP con	de For a foreign address, see instructions	<u>-                                    </u>		
	LAKE CHARLES, LA 706	02			
	return to be filed (file a separate				
X Form 990	· · · · · · · · · · · · · · · · · · ·	Form 990-T (corporation)	☐ Form 472	20	
Form 990	<u>-</u>	Form 990-T (section 401(a) or 408(a) trust)	Form 522		
Form 990	<b>)</b> =	Form 990-T (trust other than above)	Form 606		
Form 990	<u> </u>	Form 1041-A	Form 887		
Telephone  If the orga  If this is for check this	anization does not have an office or a Group Return, enter the orgation $\triangleright$ . If it is for part of the	FAX No. For place of business in the United States, check this initiation's four digit Group Exemption Number (GEN) are group, check this box	 s box ) If		
	sion will cover.	s for a corporation required to file Form 990-T) exter	ncion of time		
until The extends X ► X ►	8/15 , 20 10 , to file ension is for the organization's recalendar year 20 09 or tax year beginning	the exempt organization return for the organization of turn for:	named above.		
2 If this ta	x year is for less than 12 months	, check reason: Initial return Final re	eturn []C	Change in account	ing period
nonrefu	ndable credits. See instructions	P-PF, 990-T, 4720, or 6069, enter the tentative tax, le		3a \$	0.
<b>b</b> If this apmade I	oplication is for Form 990-PF or 9 nclude any prior year overpayme	90-T, enter any refundable credits and estimated tax nt allowed as a credit	c payments	3ь\$	0.
deposit See inst	with FTD coupon or, if required, tructions	a. Include your payment with this form, or, if require by using EFTPS (Electronic Federal Tax Payment Sy	ystem).	3c \$	0.
Caution. If yo payment instr		c fund withdrawal with this Form 8868, see Form 845	3-EO and Form	n 8879-EO for	

BAA For Privacy Act and Paperwork Reduction Act Notice, see instructions.

Form **8868** (Rev 4-2009)