



John Ranum
Campbell #1811
Birthday: 1-5-96

January 2012

District Meeting

Date: _____
Time: _____
Place: _____

Moose Legion Meeting

Date: _____
Time: _____
Place: _____

DATE

1 Association Dues, due to Association Secretary.

Association Newsletter Deadline

10 Deadline to transmit Monthly Reports to Moose International.

15 Final payment of 33% of Assessed Risk Pool Insurance (as shown on Accounts Payable Statement from Financial Department) due Moose International.

Mail monthly Moose International A/R payment. (as received from Finance Dept.)

31 W-2's must be sent to all paid employees for the year 2011 and 1099-Misc to anyone you paid \$600.00 or more and did not take out taxes, i.e. Bands.

Deadline to submit the following quarterly tax returns for quarter ending December 31st.

- a. IRS form 941 Employers quarterly Federal Tax Return
- b. California **DE9 & DE9c**, California Quarterly Wage and Reporting Report.
- c. California Form DE-88, Quarterly Tax Deposit
- d. California Sales and Use Tax

Deadline to submit Annual State and Federal Tax Reports

- a. Form 940 Employers Annual Federal Unemployment (FUTA) Tax Return.

Lodge Meetings, Enrollments and Happenings in January

NOTES

1. Submit all Membership Applications as soon as received.
2. Remit all Endowment Fund money as collected to Moose International.
3. Schedule orientation meeting, send invitations to all recently enrolled members.
4. Verify T.I.P.S. certifications are current. Schedule training class for Untrained Social Quarters servers.
5. Is membership production on track?
6. Do you have a local Lodge Campaign working along with the International and Association Campaigns?

7. Is the Lodge on track to receive the Premier Lodge Award? 5 Star Award?
8. Is the Legacy of the Moose Program scheduled?



John Angel Rodriguez
Oxnard #561
Birthday: 2-14-97

February 2012

District Meeting

Date: _____

Time: _____

Place: _____

Moose Legion Meeting

Date: _____

Time: _____

Place: _____

DATE

10 Deadline to transmit Monthly Report to Moose International.

15 Deadline to transmit Community Service Report to Moose International.

Mail monthly Moose International A/R payment. (as received from Finance Dept.)

28 Deadline for submitting copy A of W-2's, with entire page of Form W-3 to the Social Security Administration Office, Data Operations Center, Wilkes-Barre, PA 18769-0001

Deadline for submitting copy A of Form 1096 with Form 1099Misc. to IRS.

Lodge Meetings, Enrollments and Happenings in February

NOTES

1. Submit all Membership Applications as soon as received.
2. Remit all Endowment Fund money as collected to Moose International.
3. Schedule orientation meeting, send invitations to all recently enrolled Members.
4. Verify T.I.P.S. certifications current. Schedule training class for untrained Social Quarters servers.
5. Is membership production on track?
6. Do you have a local Lodge Campaign working along with the International and Association Campaigns?
7. Is the lodge on track to earn the Premier Lodge Award? The Five Star Award?
8. Governor must appoint a Nominating Committee Not Later than the last General Meeting of February. A complete 20 page Handout can be printed off the Moose International Website.
9. Make plans to attend the CNMA Mid-Year Conference in Reno NV on March 22-25, 2012.



Jacob Ranum
Campbell #1811
Birthday: 3-9-97

March 2012

District Meeting

Date: _____
Time: _____
Place: _____

Moose Legion Meeting

Date: _____
Time: _____
Place: _____

DATE

1 Association Newsletter Deadline

10 **Deadline to transmit Monthly Report to Moose International.**

15 Mail monthly Moose International A/R payment. (as received from Finance Dept.)

22-25 **CNMA Mid-Year Conference Reno. NV.**

Lodge Meetings, Enrollments and Happenings in March

NOTES

1. Submit all Membership Applications as soon as received.
2. Remit all Endowment Fund money as collected to Moose International.
3. Schedule orientation meeting, send invitations to all recently enrolled Members.
4. Verify T.I.P.S. certifications current. Schedule training class for Untrained Social Quarters servers.
5. Is membership production on track?
6. Do you have a local Lodge Campaign working along with the International an Association Campaigns?
7. Is the lodge on track to earn the Premier Lodge Award? 5 Star Award?
8. **The General election shall be held at the first General meeting in April.**
9. Order enough of the following pamphlets for the new Board of Officers from the Catalog Department at Moose International: Forward in the Good, The General Laws, Ritual Handbook.
10. Schedule Leadership Class for Officers.



April 2012

District Meeting

Date: _____

Time: _____

Place: _____

Moose Legion Meeting

Date: _____

Time: _____

Place: _____

DATE

1 Deadline to submit Simi-Annual Lodge Safety Inspection Form.

10 Deadline to transmit the Monthly Reports to Moose International.

Second half of Property tax due.

15 Mail monthly Moose International A/R payment. (as received from Finance Dept.)

30 Deadline to submit the following quarterly tax returns for quarter ending March 31st:

- a. IRS form 941 Employers quarterly Federal Tax Return
- b. California form DE-9 & DE 9c Quarterly Wage and Reporting Forms.
- c. Report California Form DE88 Quarterly Tax Deposit.
- d. California Sales and Use Tax.

Lodge Meetings, Enrollments and Happenings in April

NOTES

1. Submit all Membership Applications as soon as received.
2. Remit all Endowment Fund money as collected to Moose International.
3. Schedule orientation meeting, send invitations to all recently enrolled members.
4. Verify T.I.P.S. certifications are current, schedule training class for Untrained Social Quarters servers.
5. Is membership production on track?
6. Is the lodge on track to earn the Premier Lodge Award? The Five Star Lodge Award?
7. Do you have a local Lodge Campaign working along with the International and Association Campaigns?
- 8. The General election shall be held at the first General meeting in April.**



May 2012

District Meeting

Date: _____

Time: _____

Place: _____

Moose Legion Meeting

Date: _____

Time: _____

Place: _____

DATE

- 1** Deadline for Association Newsletter.
Input new lodge officers and committee chairmen to Moose International Website. (www.mooseintl.org).

- 10** Deadline to transmit the following reports to Moose International. (Premier Lodge Award Requirement.)
 - a. Transmit Monthly Report.
 - b. Transmit Balance Sheet.
 - c. Family Activity Report

- 15** Insurance premiums due Moose International.
 - a. Directors & Officers Liability
 - b. Fidelity Bond (Misappropriation Assessment)
 - c. 1st payment of 33% of assessed Risk Pool (as shown on statement from Financial Dept) to Moose International.
 - d. Deadline to submit Community Service Report.

Mail monthly Moose International A/R payment. (as received from Finance Dept.)

Lodge Meetings, Enrollments and Happenings in May

NOTES

1. Submit all Membership Applications as soon as received.
2. Remit all Endowment Fund money as collected to Moose International.
3. Schedule orientation meeting, send invitations to all recently enrolled Members.
4. Verify all T.I.P.S. certifications are current, schedule training class for all Untrained Social Quarters servers.
5. Junior Past Governor call meeting of Past Governors to select Moose Of The Year.
6. New Governor appoints Committee Chairman for all Standing Committees.
7. Have a local membership campaign to start on May 1, 2012.
8. First month of new term for 5 Star Award (Nov. 1, 2012 to Oct. 31, 2013).
9. Plan on attending the International Convention in Tampa, FL, June 29 to July 4, 2012.



June 2012

District Meeting

Date: _____

Time: _____

Place: _____

Moose Legion Meeting

Date: _____

Time: _____

Place: _____

DATE

1 Deadline to submit Annual Lodge Operations Survey.

4 Mooseheart Graduation Day and Pilgrim Conferral at Mooseheart.

10 Deadline to transmit the Monthly Reports to Moose International.

6/30/11 to 7/6/2011 International Convention, Anaheim, CA

15 Mail monthly Moose International A/R payment. (as received from Finance Dept.)

30 Deadline to submit R. Robert Dale Scholarship Application

Lodge Meetings, Enrollments and Happenings in June

NOTES

1. Submit all Membership Applications as soon as received.
2. Remit all Endowment Fund money as collected to Moose International.
3. Schedule orientation meeting, send invitations to all recently enrolled Members.
4. Verify all T.I.P.S. certifications are current, schedule training class for all Untrained Social Quarter servers.
5. Is the lodge on track to earn the Premier Lodge Award? The 5 Star Award?
6. Receive Moose Of The Year, Rookie Of The Year and Legionnaire Of The Year Forms.
7. International Convention Tampa Florida 6/29/2012 to July 4, 2012.
8. Is Membership production on track?



July 2011

District Meeting

Date: _____

Time: _____

Place: _____

Moose Legion Meeting

Date: _____

Time: _____

Place: _____

DATE

1 Deadline to submit Rookie of the Year Application.

Deadline to submit Moose of the Year Application.

Deadline to submit Moose Legionnaire Of The Year Application.

Deadline for Association Newsletter.

10 Deadline to transmit the Monthly Reports to Moose International.

Deadline to submit application for Association Officer or Committee Member to Association Secretary.

15 Mail monthly Moose International A/R payment. (as received from Finance Dept.)

31 Deadline to submit the following quarterly tax returns for quarter ending June 30th.

- a. IRS form 941 Employers quarterly Federal Tax Return
- b. California form DE 9 & DE 9C, Quarterly Wage and Reporting Forms.
- c. California Form DE 88, Quarterly Tax Deposit
- d. California Sales and Use Tax.

Lodge Meetings, Enrollments and Happenings in July

NOTES

- 1. Submit all Membership Applications as soon as received.
- 2. Remit all Endowment Fund money as collected to Moose International.
- 3. Schedule orientation meeting, send invitations to all recently enrolled Members.
- 4. Verify all T.I.P.S. certifications are current; schedule training class for all Untrained Social Quarters servers.
- 5. Is membership production on track?
- 6. Is the lodge on track to earn the Premier Lodge Award? The 5 Stars Award?



Jen-Ni Virginia Serrano
Victor Valley #1808
Birthday: 8-23-95

August 2012

District Meeting

Date: _____
Time: _____
Place: _____

Moose Legion Meeting

Date: _____
Time: _____
Place: _____

DATE

10 Deadline to transmit Monthly Reports to Moose International.

15 Mail monthly Moose International A/R payment. (as received from Finance Dept.)

Deadline to submit Community Service Report.

Lodge Meetings, Enrollments and Happenings in August

NOTES

1. Submit all Membership Applications as soon as received.
2. Remit all Endowment Fund money as collected to Moose International.
3. Schedule orientation meeting, send invitations to all recently enrolled Members.
4. Verify all T.I.P.S. certifications are current, schedule training class for all Untrained Social Quarters servers.
5. Is membership production on track?
6. Have you scheduled your Lodge picnic yet?
7. Make plans to attend the Annual Association Convention on September 6-9, 2012 in Reno, NV.
8. **990 and 199 due NLT September 15, 2012.**

9. Is lodge on tract to earn the Premier Lodge Award? The Five Star Award?



**James Ranum
Campbell #1811
Birthday: 9-1-94**



**Villarruel, Christan
Yuba City Lodge #1204
Birthday: 9-22-95**



**Jonathan Daniel
Serrano
Fontana #863**

September 2012

District Meeting

Date: _____

Time: _____

Place: _____

Moose Legion Meeting

Date: _____

Time: _____

Place: _____

DATE

1 Association Newsletter Deadline

Lodge receives Fellowship Degree Prequalification Form, if qualified.

6-9 Association Convention, Reno, NV

10 Deadline to transmit the Monthly Reports to Moose International

2nd payment of 33% of Risk Pool Assessment (as shown Accounts Payable Statement from Financial Dept) Moose International.

15 Mail monthly Moose International A/R payment. (as received from Finance Dept.)

Last day to file 990 and 199 with out penalty

Lodge Meetings, Enrollments and Happenings in September

NOTES

1. Submit all Membership Applications as soon as received.
2. Remit all Endowment Fund money as collected to Moose International.
3. Schedule orientation meeting, send invitations to all recently enrolled Members.
4. Verify all T.I.P.S. certifications are current, schedule training class for all Untrained Social Quarters servers.
5. Is membership production on track?
6. Fellowship Chairman, call a meeting of all Fellows to select deserving Legionnaire for Fellowship Degree.
7. Is lodge on track to earn the Premier Lodge Award? 5 Star Award?



October 2012

District Meeting

Date: _____

Time: _____

Place: _____

Moose Legion Meeting

Date: _____

Time: _____

Place: _____

DATE

- 1 Lodge receives Fellowship Degree Recommendation Form.
- 10 **Deadline to transmit the Monthly Reports to Moose International.**
- 15 Mail monthly Moose International A/R payment. (as received from Finance Dept.)
- 27 Mooseheart Founder's Day.
- 30 **Deadline to submit the following quarterly tax returns for quarter ending September 30th.**
 - a. IRS form 941 Employers quarterly Federal Tax Return
 - b. California form DE-6 Quarterly Wage and Reporting Report
 - c. California Form DE88, Quarterly Tax Deposit.
 - d. California Sales and Use Tax

Lodge Meetings, Enrollments and Happenings in October

NOTES

1. Submit all Membership Applications as soon as received.
2. Remit all Endowment Fund money as collected to Moose International.
3. Schedule orientation meeting, send invitations to all recently enrolled Members.
4. Verify all T.I.P.S certifications current, schedule training class for all Untrained Social Quarters servers.
5. Is membership production on track?
6. Do you have a local Lodge Campaign working along with the International and Association Campaigns?
7. **Is Lodge on track to earn the Premier Lodge Award? 5 Star Award?**



November 2012

District Meeting

Date: _____
Time: _____
Place: _____

Moose Legion Meeting

Date: _____
Time: _____
Place: _____

DATE

1 Association Newsletter Deadline

10 Deadline to submit the following reports to Moose International.
a. Transmit Monthly Report.

15 Mail monthly Moose International A/R payment. (as received from Finance Dept.)

Deadline to submit Community Service Report.

Lodge Meetings, Enrollments and Happenings in November

NOTES

1. Submit all Membership Applications as soon as received.
2. Remit all Endowment Fund money as collected to Moose International.
3. Schedule orientation meeting, send invitations to all recently enrolled Members.
4. Verify all T.I.P.S. certifications are current, schedule training class for all Untrained Social Quarters servers.
5. Is membership production on track?
6. Do you have a local Lodge Campaign working along with the International and Association Campaigns?
7. Is the Lodge on track to receive the Premier Lodge Award? 5 Star Award?
8. First month of new term for 5 Star Award (November 2012 - October 2013)



December 2012

District Meeting

Date: _____

Time: _____

Place: _____

Moose Legion Meeting

Date: _____

Time: _____

Place: _____

DATE

10 Deadline to transmit the Monthly Reports to Moose International.

First half of Property Tax due.

15 Mail monthly Moose International A/R payment. (as received from Finance Dept.)

Lodge Meetings, Enrollments and Happenings in December

NOTES

1. Submit all Membership Applications as soon as received.
2. Remit all Endowment Fund money as collected to Moose International.
3. Schedule orientation meeting, send invitations to all recently enrolled Members.
4. Verify all T.I.P.S. certifications are current, schedule training class for all Untrained Social Quarters servers.
5. Is membership production on track?
6. Do you have a local Lodge Campaign working along with the International and Association Campaigns?
7. Is the Lodge on track to receive the Premier Lodge Award? The 5 Star Award?
8. Is the Legacy of the Moose or Golden Ball Program scheduled in January?