

[Church Name]
Church Clerk Quarterly Report

Clerk Full Name: _____ **Date:** _____

For Quarter: 1st Quarter 2nd Quarter 3rd Quarter 4th Quarter

Fellowship Meeting Minutes – [Month/Day/Year]

Letters granted to other churches?

Name: _____ - Church Name: _____, City/State: _____

Name: _____ - Church Name: _____, City/State: _____

Name: _____ - Church Name: _____, City/State: _____

Name: _____ - Church Name: _____, City/State: _____

Name: _____ - Church Name: _____, City/State: _____

Membership Report

Number of Guests in Attendance: _____

- Joined by Letter _____
- Joined by Baptism _____
- Total Additions _____
- Letters Granted _____
- Deceased Members _____
- Total Subtractions _____
- [Month/Day] Memberships _____

***Total Number in Attendance:** _____

***Beginner (Age 0-2):** _____

***Kindergarten (Age 3-5):** _____

***Primary (Age 6-9):** _____

***Junior (Age 10-13):** _____

***Youth (Age 14-18):** _____

***Adult (Age 19 and Up):** _____