

**Ladies Ancient Order of Hibernians, Inc.  
Office of Missions & Charities Report Form**



DATE:			
STATE:			
COUNTY:			
DIVISION:			
Enclosed Are Checks to Be Credited as Indicated:			

Check #	Amount	STATE/COUNTY/DIVISION	COLUMBAN FATHERS	MASS STIPENDS	COLUMBAN SISTERS	PRECIOUS LIFE SHELTER

**DIVISIONS WITH NO COUNTY BOARD DIRECTIONS:**

1. Division Missions & Charities (M&C) Officer gives M & C form with checks to Division Treasurer
2. Division Treasurer prepares a ONE Check payable to LAOH Inc. & gives Check & Form back to Division M&C Officer.
3. Division M&C Officer makes a copy of the Check payable to LAOH Inc. & LAOH Report Form for her records.
4. Division M&C Officer sends the Check and a copy of the LAOH Report Form to State M&C Officer.

**SIGNATURE:**

*DIVISION MISSIONS & CHARITIES OFFICER*

*DIVISION NAME/NUMBER/COUNTY*

**DIVISIONS WITH COUNTY BOARD DIRECTIONS:**

1. Division Missions & Charities (M&C) Officer gives M & C form with checks to Division Treasurer
2. Division Treasurer prepares a ONE Check payable to LAOH Inc. & gives Check & Form back to Division M&C Officer.
3. Division M&C Officer makes a copy of the Check payable to LAOH Inc. & LAOH Report Form for her records.
4. Division M&C Officer sends the Check and a copy of the LAOH Report Form to County M&C Officer.
5. County M&C Officer sends the Check received by the Division M & C Officer and a copy of the LAOH Report Form to State M&C Officer.

**SIGNATURE:**

*COUNTY MISSIONS & CHARITIES OFFICER*

*COUNTY NAME*

**STATE M & C OFFICER DIRECTIONS:**

1. State M&C Officer makes a copy of the Check payable to LAOH Inc. and LAOH Report Form for her records.
2. State M&C Officer sends Check payable to LAOH Inc. and LAOH Report Form to the National M & C Officer

**SIGNATURE:**

*STATE MISSIONS & CHARITIES OFFICER*

*STATE*

State M & C Officer will Send Completed Form with Donation to: Sally Mains, National Missions & Charities Officer  
5723 Smithfield Street  
Boston, PA 15135

N.B. If you have any questions, regarding how to complete the LAOH Missions & Charities Report Form or how to track your donations, please call your National M&C Officer Sally Mains 412-751-5577

If you are using the "White", "Pink", or "Green" Columban Fathers' Forms, mail those Forms to the Columban Fathers as stated on the Forms and send your donation and LAOH Report Form as stated above. Do not send your donation directly to the Columban Fathers.

**NATIONAL MISSIONS & CHARITIES OFFICER USE:**

Date Received: \_\_\_\_\_  
Date Deposited: \_\_\_\_\_