

Monthly Report of Permanent Maintenance Fees for Investment

Permanent Maintenance fees are remitted to the Unitas Investment Fund... this report shows where the fees were collected from and it should tie to your quarterly statement. Note: A copy of this report must be faxed/ sent to Catholic Cemeteries. Do not send this report to the Treasury Office.

To record the receipt of the plot sale(s):

Debit Acct # 100 – Cash
 Credit Acct #400 – Burial Right (50% of plot sale)
 Credit Acct #490PM – PM Fees (50% of plot sale)

PARISH CEMETERIES Monthly Report of Funds for Investment

DATE: _____

PARISH: _____

MONTH REPORTED: _____

SALES OF BURIAL RIGHTS:

SIZE	NUMBER SOLD	TOTAL	BURIAL RIGHT	PERMANENT MAINTENANCE
One-Grave Plot				
Two-Grave Plot				
Three-Grave Plot				
Four-Grave Plot				
SUB-TOTAL				

TRANSFER FROM ANNUAL CARE TO PERPETUAL CARE:

SIZE	NUMBER TRANSFERRED		
One-Grave Plot			
Two-Grave Plot			
Three-Grave Plot			
Four-Grave Plot			

PARTIAL PAYMENTS OF CARE:

SUB-TOTAL:			
TOTAL REMITTED:			

- *1. Mail or wire total to Controller's Office with Form E.
 Make checks payable to UNITAS INVESTMENT FUND
- 2. Mail or fax this report to Catholic Cemeteries – Fax: 516-334-4383