

Grand Chapter of California, OES

2010 PROPERTY REPORT

Chapter Name: _____

No. _____

Deadline for return May 1, 2010

Listed below you will find the paraphernalia required for a Chapter and other items traditionally used. Standard replacement values have been given. If your Chapter's paraphernalia would cost more to replace, please indicate the higher value. **(In the case of loss, you will be required to provide the insurance company with documentation proving the higher value).** On the reverse side of the form there is space for you to list other property your Chapter possesses. You must give the value for each item or group of items you place on the list, and provide a GRAND TOTAL of all items you are claiming for insurance purposes. List ONLY those items that are NOT disposable. DO NOT LIST, for example, PAPER PLATES, PLASTIC FORKS, NAPKINS, or similar items. If there is not enough space on the back of this page, you may use another sheet of paper for additional items. However, please use this form for the basic report.

ITEMS	Standard Repl. Cost	Quantity	Total Replacement Cost
FURNITURE:			
Altar	\$2,000		
Altar Kneelers, each	\$500		
Ballot Box with balls and cubes	\$220		
Podium - East	\$1,000		
Podium - West	\$1,000		
Signet and Pointer	\$2,000		
Star Point Pedestals, set of 5	\$2,000		
Star Point Chairs, set of 5	\$2,500		
Star Point Rug	\$1,500		
Charter	\$50		
Charter Holder, with stand	\$90		
American Flag and Stand	\$450		
O.E.S. Flag	\$500		
Chapter Banner	\$550		
Piano	\$700		
Piano lamp	\$30		
BIBLES:			
Altar, large, each	\$225		
Small, each	\$30		
Instruction Book - 1/2 inch, each	\$8		
Constitution & Laws - 1 inch, each	\$11		
C&L and IB together - 2 inch, each	\$15		
BOOKS:			
Ledger	\$70		
Bylaws Book	\$60		
Chapter Seal	\$70		
Instruction Book, each	\$10		
Minute Book	\$120		
Constitution and Laws, each	\$15		
Register, members and visitors	\$60		
Ritual, each	\$30		
Roll Call Book	\$40		
Treasurer's Cash Book	\$55		
EMBLEMS:			
Adah's Sword	\$140		
Adah's Veils, set of 2	\$75		
Ruth's Emblem	\$100		
Esther's Emblems, set of 2	\$500		
Martha's Emblem	\$25		
Electa's Emblem	\$20		
Tiaras	\$100		
SUB TOTAL costs of above items			

Additional items - please use reverse side of this form, and include above total in Grand Total on reverse side.

