

Grand Chapter of Royal Arch Masons of Saskatchewan

This report to be made in triplicate; one copy to be sent to the Grand Scribe E., one copy to Committee on Capitular Masonry, and the third to be retained by the Grand Superintendent and handed over to his successor at Installation.

Chapter No
Year

OFFICIAL REPORT OF:

Grand Superintendent for District Number _____ on Chapter No _____
Denominated _____ Chapter located at _____, Saskatchewan
For the year ending December 31,
Instituted:
Membership as at:
Resident _____ Non-Resident _____
Total _____ (includes _____ Life Members)

Date of visit: _____ at (Regular) (Emergent) Convocation

ATTENDANCE AND QUALIFICATION, ETC. OF OFFICERS

Total of members present (including officers) = _____ visitors = _____ Total = _____

Officers present (give names):

1 st Principal	Scribe N
2 nd Principal	Prin. Sojourner
3 rd Principal	Sen. Sojourner
Treasurer	Jr. Sojourner
Scribe E	Tyler

(If any regular officer absent, mark "absent")

State nature of ceremonial work witnessed and report whether work (even though opening and closing exercises) was poor, fair, good, very good, excellent, and your general impressions as to the qualifications of the officers

If any regular officer(s) did not perform the duties of his office, state reason, and name companion who substituted:

Is the certificate of the Board of Examiners as to the qualifications of the three Principals last installed on file with the Scribe E?

Is each candidate presented with a copy of the Book of Constitution and Bylaws when given MMM degree?

Chapter No. Year:

CONVOICATIONS HELD AND PROSPECTS

Are the Convocations held regularly in accordance with the By-Laws?

Average attendance per Convocation (not including visitors)

If average attendance small explain cause and state steps being taken towards remedy of condition:

State number of Lodges within Jurisdiction of Chapter

State prospect of securing new material from those sources:

CHAPTER ROOM, PARAPHERNALIA, ETC.

Describe the Chapter Room, mentioning location, suitability, furnishings, appointments, ownership, and if used for other than Masonic purposes

Has the Chapter a complete outfit of paraphernalia for conferring all the Chapter degrees? Describe its condition and note any deficiency?

Are the paraphernalia and other property of the Chapter adequately insured against loss of damage by fire or windstorms?

State value and amount of insurance carried (classify if possible)

Are the rituals in possession of the proper officials?

BOOKS, FUNDS AND AUDIT

State whether the following books are poorly, well, or excellently kept:

Scribe E's Minute Book is:

Scribe E's Cash Book is:

Scribe E's Members' Register is:

Scribe E's Historical Register is:

Treasurer's Cash Book is:

Attendance Register is:

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Has the address of the Grand First Principal and the report of the District Grand Superintendant given at the last Annual Convocation of Grand Chapter and printed in the proceedings, been read in open Chapter?

Are notices of the Chapter Convocations regularly mailed to all Grand Chapter officials entitled to receive them?

Has the Chapter any systematic plan of study and research relating to Royal Arch Masonry?

If so, describe briefly

GENERAL REMARKS

(Here include a frank expression of your opinion as to the true condition and conduct of the Chapter visited, and its prospects, together with your recommendations, if any, for its betterment.)

Grand Superintendent

Date of Report:

P.S.--This detailed report is not for publication in full. The Grand Superintendant will, as usual, send promptly to the Grand Scribe E at the time required by Grand Chapter a concise general report in duplicate typewritten form, of his visits and the condition of the constituent Chapters in his district.