Supreme Grand Royal Arch Chapter of Scotland

Roll Book update return form

**PLEASE COMPLETE IN CLEAR PRINT OR TYPE**

**(as we sometimes have problems with capitals within surnames, e.g. MacKay or Mackay)**

**AND SEND BACK PROMPTLY WITH YOUR INSTALLATION RETURN**

|  |
| --- |
| 20 - 20  |

For which year?

Royal Arch Chapter:-

Name: No.

Scribe E.:-

Name:

Address:

Post Code: Telephone No.:

e-mail:

**Principals’ Names for Roll Book:-**

|  |  |  |
| --- | --- | --- |
| Z |  | Please enter all initials of forenames and the surname in full |
| H |  |
| J |  |

You may enter a name here even if the Principal is yet to be installed

**Please enter below the e-mail address of the Z,H and J (this is for office use only)**

|  |  |
| --- | --- |
| Z |  |
| H |  |
| J |  |

**NOW, PLEASE CHECK YOUR LAST ROLL BOOK ENTRY, AND ENTER BELOW ANY ALTERATIONS NEEDED.**

**ADDRESS WHERE CHAPTER MEETS (INCLUDING POSTAL CODE)**

Address:

|  |  |  |
| --- | --- | --- |
| Meeting days | e.g. 3rd Tuesday |  |
| Months of meetings | e.g. 1,2,3,8,9,10 |  |
| Starting time | e.g. 7:30 |  |
| Date of AGM/election | e.g. 3rd Tuesday 9 |  |
| Date of Installation | e.g. 3rd Tuesday 10 |  |

**N.B. We will publish these details according to your return, but any changes are likely to require a change to your bye-laws, which must be approved in the manner laid down in the Constitution and Laws**