|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name of Chapel: |  | | | | Chapel No: |  |
| Venue of Regular Meeting: | |  | | | | |
| Dates of Regular Meetings: | |  |  |  | | |

**Please complete and return this form to your Provincial Grand Secretary as soon as possible after your Installation Meeting. He will then forward the form to arrive with the Grand Secretary no later than 28 Days following the Installation Date. (The Constitution Sec 3.3)**  
**This Information is used in the production of the ‘Year Book’ and in updating the Order’s Database.**

|  |  |  |
| --- | --- | --- |
| At the Installation held on: |  | the following Officers were installed/appointed – |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Officers | Name and Title in the Order | | | | Rank | Mundane Name |
| W Master | Sir |  | of |  |  |  |
| E. Prior | Sir |  | of |  |  |  |
| Marshal | Sir |  | of |  |  |  |
| Treasurer | Sir |  | of |  |  |  |
| Secretary | Sir |  | of |  |  |  |
| Deputy Marshal | Sir |  | of |  |  |  |
| Almoner | Sir |  | of |  |  |  |
| 1st W. Knight | Sir |  | of |  |  |  |
| 2nd W. Knight | Sir |  | of |  |  |  |
| 3rd W. Knight | Sir |  | of |  |  |  |
| 4th W. Knight | Sir |  | of |  |  |  |
| Herald | Sir |  | of |  |  |  |
| Organist | Sir |  | of |  |  |  |
| Doorkeeper | Sir |  | of |  |  |  |
| Cellarers | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
| Sentry |  |  |  |  |  |  |

**Past Masters of and in the Chapel:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Of or In | Name & Title | | | | Rank | Mundane Name. |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |
|  | Sir |  | of |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Treasurer’s Address: |  | | |
| Secretary’s Address: |  | | |
| Telephone |  | Mobile: |  |
| E-mail: |  | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Signed: |  | Secretary | Date: |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Received Prov. |  | Received GMC |  | Prov. D/B U/D |  | GMC D/B U/D |  |

|  |  |
| --- | --- |
| ***Notes:*** | 1. – Do not type in the grey shaded boxes  2. – Do not change any font or point size |
|  |
|  | 3. – Type your Name in the box next to “Secretary”. If you have a facsimile signature you can put it in the box as well |
|  | 4. – Indicate whether the a Past Wy Master is “Of” or “In” the Chapel in the “Of or In” box next to his name. |