

THE CONSTITUTION

OF

THE GRAND HOLY ROYAL ARCH CHAPTER

OF

PENNSYLVANIA

AND

MASONIC JURISDICTION THEREUNTO BELONGING

ALSO THE

REGULATIONS, PRAYERS, ANCIENT CHARGES, CEREMONIES AND FORMS
ADOPTED BY GRAND CHAPTER

DECEMBER 4

A.D. 2014, A.I. 2514

PHILADELPHIA

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ARTICLE I

TITLE OF GRAND CHAPTER

Section 1: The official title of Grand Chapter is: “THE GRAND HOLY ROYAL ARCH CHAPTER OF PENNSYLVANIA AND MASONIC JURISDICTION THEREUNTO BELONGING”.

Section 2: The business address of “The Grand Holy Royal Arch Chapter of Pennsylvania and Masonic Jurisdiction Thereunto Belonging” is:

The Grand Holy Royal Arch Chapter of Pennsylvania
Masonic Temple
One North Broad Street
Philadelphia, Pennsylvania 19107

Section 3: The Grand Holy Royal Arch Chapter of Pennsylvania and Masonic Jurisdiction thereunto belonging is a Non Profit Fraternal Organization.

Section 4: The Grand Holy Royal Arch Chapter Capitular year is December 27 12:00 Noon thru December 27 11:59 AM.

Section 5: The Grand Holy Royal Arch Chapter Fiscal Year is January 1 thru December 31.

ARTICLE II

POWER AND AUTHORITY OF GRAND CHAPTER

Section 1: Grand Chapter is the only true and legitimate source of authority over Capitular Masonry within the Commonwealth of Pennsylvania and Masonic Jurisdiction thereunto belonging. It is Supreme and Sovereign.

It makes the law for its constituents and the members of the Fraternity under its Jurisdiction, and is governed by no law other than the Landmarks of Freemasonry.

It grants warrants for Mark Master Mason Lodges and Royal Arch Chapters and duly constitutes them. Mark Lodges and Subordinate Chapters are constituted and work by virtue of these warrants.

Grand Chapter has the power to enact laws and regulations for the government of Capitular Masonry, and to alter and repeal such laws and regulations; but it cannot change, alter, or destroy the Ancient Landmarks of Freemasonry.

It has the inherent power to investigate and determine all matters relating to Capitular Masonry in general, Chapters in particular, and to individual Companions, either directly or by its delegated authority, and its authority cannot be called into question.

Section 2: In general, the contents of this Constitution apply equally to Chapters and Mark Lodges, in which case, “Chapter” shall be construed to mean both Chapter and Mark Lodge. When clarification of applicability of an Article in this Constitution to Mark Lodge is required, a Section will be added to that Article for the purpose.

ARTICLE III

MEMBERSHIP OF GRAND CHAPTER

Section 1: The membership of Grand Chapter shall be composed of:

- (a) The Grand Officers and Most Excellent Past Grand High Priests.
- (b) The Most Excellent High Priests, Kings, and Scribes of Subordinate Chapters during such term of Office.
- (c) Past High Priests of one full year's service in this Jurisdiction, who are members of Chapters lawfully warranted and duly constituted by Grand Chapter, and under its Jurisdiction, and who have had the Order of High Priesthood conferred upon them.
- (d) Past High Priests of one full year's service in other jurisdictions, who were permanent members of the Grand Chapter of said Jurisdiction and who have had the Order of High Priesthood conferred upon them, and who have become members of lawfully warranted and duly constituted Chapters under the jurisdiction of this Grand Chapter, who are approved by a majority of the members present at any Communication of this Grand Chapter, after having been duly recommended by two members at a previous Communication and due notice having been given to all members of Grand Chapter.
- (e) The Right Worshipful Grand Master of the Most Ancient and Honorable Fraternity of Free and Accepted Masons of Pennsylvania and Masonic Jurisdiction thereunto belonging who has been exalted to the degree of Royal Arch Mason.
- (f) Right Worshipful Past Grand Masters who have been exalted to the degree of Royal Arch Mason. All must be members of Subordinate Chapters.

Section 2: Every member of Grand Chapter must be a member of a subordinate Chapter. Most Excellent Past Grand High Priests shall be members of Grand Chapter for life provided they remain a Master Mason in a lawfully warranted and duly constituted Lodge of Master Masons.

ARTICLE IV

COMMUNICATIONS OF GRAND CHAPTER

HOW MANY AND WHEN HELD

Section 1: Grand Chapter shall hold a minimum of two and a maximum of four Communications during each year. One Communication must be held on the Thursday following the first Wednesday in December. Communications in months other than December shall be held on dates and at locations designated by the Most Excellent Grand High Priest.

Grand Chapter may also meet in Special and Extra Communications by order of the Most Excellent Grand High Priest at such time and place as named in the call.

Section 2: The communications of Grand Chapter shall begin at the time and place stated in the notice therefore, except for the Communication in December, which shall begin at ten o'clock in the morning.

Section 3: For admission to Communications of Grand Chapter, all members thereof, and visitors thereto, must wear an apron and should wear their appropriate jewel.

ARTICLE V

OFFICERS OF GRAND CHAPTER

THEIR ELECTION, INSTALLATION AND APPOINTMENT

TITLES OF GRAND OFFICERS

Section 1: The Grand Officers and their Official titles are:

- Most Excellent Grand High Priest
- Most Excellent Grand King
- Most Excellent Grand Scribe
- Most Excellent Grand Treasurer
- Most Excellent Grand Secretary

All of whom shall be Past High Priests of one full year's service, who have had the Order of High Priesthood conferred upon them and are members of The Grand Holy Royal Chapter of Pennsylvania. Past Grand High Priests are entitled to Most Excellent.

ELECTION OF GRAND OFFICERS

Section 2: The Grand Officers shall be elected annually by ballot at the Communication next preceding St. John the Evangelist's Day. A majority of the whole number of votes cast shall be necessary for an election. If, on the first ballot, there is no election, a second ballot shall be had. If, on the second ballot there is no election, a third ballot shall be had, which shall be confined to the two highest of those voted for, or, when such instance occurs, to the one who has a plurality, and the other two or more next highest on the return who shall have an equal number of votes. If on the third ballot there is no election, the balloting shall continue, under the regulations governing the third ballot, until one of the Companions voted for shall receive a majority of all votes cast.

RE-ELECTION OF GRAND OFFICERS

At any such Communication of Grand Chapter at which it is customary to re-elect all, or part of the Grand Officers, Grand Chapter may, by majority consent, direct the Most Excellent Grand Secretary to cast one ballot on behalf of all of the members present or represented by Chapter Representatives who are present.

SOLICITATION OF VOTES PROHIBITED

In a formal election by ballot, the solicitation of votes by printed circulars or otherwise is un-Masonic and is prohibited.

INSTALLATION OF GRAND OFFICERS

Section 3: The elective Grand Officers shall be installed in their respective stations annually at the Communication in December by their immediate predecessors if practicable and proclaimed as such; provided however, it is not necessary for a re-elected Grand Officer to be re-installed.

TERM OF OFFICE OF GRAND OFFICERS

Section 4: The Grand Officers, so elected, installed and qualified, shall enter upon their respective duties at noon on St. John the Evangelist's Day following their election, and shall continue in office until their successors, respectively, have been duly elected, installed and qualified.

VACANCY IN OFFICE-GRAND THRONE OFFICERS

Section 5: On the death or disability of the Most Excellent Grand High Priest or the Most Excellent Grand King, or both the vacancy or vacancies so created shall be filled for the remainder of the current term by the advancement of the Most Excellent Grand King and the Most Excellent Grand Scribe, respectively; and the vacancy or vacancies so created or the vacancy created by the death or disability of the Most Excellent Grand Scribe, shall be filled by the Most Excellent Past Grand High Priests available in order of juniority.

VACANCY IN OFFICE-GRAND TREASURER OR SECRETARY

Section 6: On the death, disability, suspension or removal from office for cause of the Most Excellent Grand Treasurer or the Most Excellent Grand Secretary, the Most Excellent Grand High Priest shall fill the vacancy by appointment.

APPOINTIVE OFFICERS OF GRAND CHAPTER

Section 7: The Officers to be appointed annually by the Most Excellent Grand High Priest are:

- District Deputy Grand High Priests
- Grand Chaplains
- Grand Captain of Host
- Grand Principal Sojourner
- Grand Royal Arch Captain
- Grand Master of the Third Veil
- Grand Master of the Second Veil
- Grand Master of the First Veil
- Grand Marshal
- Senior Grand Master of Ceremonies
- Junior Grand Master of Ceremonies
- Grand Pursuivant
- Grand Tyler
- Three Trustees

- Principals of School of Instruction
- Grand Instructors of Ritualistic Work
- Grand Organists

All of whom, except Grand Chaplains, must be Past High Priests and members of Grand Chapter.

ASSISTANT GRAND SECRETARY

Section 8: An Assistant Grand Secretary may be appointed by the Most Excellent Grand High Priest and he must be a member of Grand Chapter.

ARTICLE VI

POWERS AND DUTIES OF OFFICERS OF GRAND CHAPTER

POWERS OF GRAND HIGH PRIEST

Section 1: To the Most Excellent Grand High Priest belongs the general supervision and government of Capitular Masonry, consisting of the degrees of Mark Master, Most Excellent Master, and Royal Arch Mason, and for these purposes he, and he alone, is empowered:

APPOINT OFFICERS AND COMMITTEES

To appoint the Appointed Officers of Grand Chapter, three Trustees, all Standing and Special Committees whose appointment is not otherwise provided for;

TO PRESIDE

To preside in Grand Chapter, or in any subordinate Chapter;

APPOINT GRAND REPRESENTATIVES

To appoint and commission Companions to represent him near other Grand Chapters;

TO HAVE SEAL

To have and use a seal to attest his official acts;

ISSUE EDICTS AND DECISIONS

To issue Edicts and Decisions regulating the action of Chapters or for the government of the same, their officers and members;

CONFER DEGREES

To confer, or cause to be conferred in his presence, in Grand Chapter or in any subordinate Chapter, any or all of the degrees of Capitular Masonry;

GRANT DISPENSATIONS

To grant, or authorize to be granted, Dispensations under his own seal, or under the seal of the Grand Chapter, attested by the Most Excellent Grand Secretary, as are not prohibited by the Constitution or the ancient usages and customs of Freemasonry;

CONSTITUTE CHAPTERS

To Constitute Royal Arch Chapters and Mark Master Mason Lodges, and install the Officers thereof in person, or by deputy duly authorized.

ESTABLISH SCHOOLS OF INSTRUCTION

To establish Schools of Instruction, supervise the government, and appoint the personnel thereof;

COMMAND THE PRESENCE OF ANY OFFICER OR COMMITTEE

To command at any time the presence of any Officer or Committee of Grand Chapter, with his or their books, papers and accounts;

SUMMON OFFICERS OF SUBORDINATE CHAPTERS

To summon any of the officers of a subordinate Chapter to attend him and produce its Warrant, books, documents and accounts;

SEQUESTRATE WARRANTS

To sequestrate the Warrant and suspend the labors of any Chapter, or to suspend from any office any Officer of a Chapter, subject to the decision of Grand Chapter at its next Communication, to which he shall report his action with the reasons therefore, and a detailed statement of the facts.

SUPREME IN CAPITULAR MASONRY

Section 2: He is supreme in all matters concerning Capitular Masonry, except when Grand Chapter limits his power by its Constitution.

CHAIRMAN OF ANY COMMITTEE

Section 3: He shall be ex-officio, Chairman of any Committee whose meetings he may attend.

HAS DECIDING VOTE EXCEPT IN ELECTIONS

Section 4: He shall have the deciding vote, in addition to his own, on all questions before Grand Chapter when the votes of the members are equally divided, except in the election of the Grand Officers.

VISIT CHAPTERS, CALL SPECIAL COMMUNICATIONS

Section 5: It shall be his duty to visit the Chapters within the Jurisdiction as often as may be practicable, and call Special Communications of Grand Chapter at such times and places as he may deem necessary, requiring the Officers and members of the Chapters so notified to be present thereat.

NON PERFORMANCE OF DUTIES OF ELECTED OFFICERS

Section 6: If any Elected Officer of Grand Chapter does not, will not or cannot perform his duties as itemized in this Constitution, he is subject to be suspended or removed from office by

the Most Excellent Grand High Priest. The Most Excellent Grand High Priest will report his action to the Grand Chapter at the next Grand Chapter Communication.

DUTIES OF GRAND KING AND GRAND SCRIBE

Section 7: It is the duty of the Most Excellent Grand King and the Most Excellent Grand Scribe to aid the Most Excellent Grand High Priest in conducting the business of Grand Chapter and in the supervision of Capitular Masonry.

DUTIES OF THE GRAND TREASURER

Section 8: The Most Excellent Grand Treasurer shall have the custody of the un-invested funds of Grand Chapter and shall deposit the same, in the name of Grand Chapter, as Grand Treasurer, in such depository or depositories as authorized and approved by Grand Chapter.

He shall pay out the same, only by authority of Grand Chapter, on orders signed by the Most Excellent Grand High Priest, and attested by the Most Excellent Grand Secretary.

He shall keep a true and correct account of his receipts and disbursements, to be submitted annually to Grand Chapter, and quarterly to the Elected Throne Officers and to the Committee of Finance or whenever requested.

He shall recommend from time to time such measures as it may deem expedient for the collection of the dues, economy of the funds, unjustified expenditures, and an increase of the revenues for Grand Chapter.

He shall file or cause to be filed in a timely manner all taxes incurred by Grand Chapter and monitor the timely filing of taxes of Subordinate Chapters. He shall file consolidated Federal and State Reports when required or appropriate.

He shall comply with all requests for information or perform any directives of the Most Excellent Grand High Priest, Grand King, Grand Scribe or the Committee on Finance.

DUTIES OF GRAND SECRETARY

Section 9: It shall be the duty of the Most Excellent Grand Secretary:

RECORD MINUTES

To record the minutes of such proceedings of Grand Chapter as are proper to be committed to writing;

PRESERVE ARCHIVES

To preserve the archives, records, and seal of Grand Chapter;

COLLECT AND PAY OVER MONEY

To collect and receive all moneys for, or on account of Grand Chapter, give proper credits therefore, and pay the same to the Most Excellent Grand Treasurer forthwith, taking his receipt therefore. He shall maintain a Cash Book as a record of all financial transactions of Grand Chapter.

ISSUE SUMMONSES

To issue summonses, orders, and notices, by direction of the Most Excellent Grand High Priest, under the seal of Grand Chapter, and attest the same;

KEEP ACCOUNTS

To keep the accounts of Grand Chapter in such manner that the state of them may at any time be ascertained, submit the same to the inspection of Grand Chapter, the Most Excellent Grand High Priest, the Most Excellent Grand King, the Most Excellent Grand Scribe or the Committee of Finance, whenever requested, and perform such other duties as pertain to the office;

ISSUE NOTICES TO SUBORDINATE CHAPTERS

To issue to each Chapter and all Grand Officers, notices of the Communications of Grand Chapter;

TRANSMIT COPIES OF PROCEEDINGS

To transmit annually, as soon as practicable after St. John the Evangelist's Day, to each Chapter within the Jurisdiction, and to all Grand Chapters, and Masonic bodies in correspondence with Grand Chapter, copies of the proceedings of Grand Chapter, sending at least two copies to each Chapter, and at least one copy to each Grand Chapter or Masonic body as aforesaid;

RECEIVE PETITIONS

To receive all petitions and memorials intended for Grand Chapter, and lay them forthwith before the Most Excellent Grand High Priest;

KEEP RECORD OF WARRANTS, DISPENSATIONS & CERTIFICATES

To keep in suitable books, registries of all Warrants, Dispensations, and Certificates granted by Grand Chapter or the Grand Officers, the returns of the Chapters, and an alphabetical list of the suspensions, expulsions, and rejections therein, and such information as is pertinent to this Grand Chapter;

AFFIX SEAL OF GRAND CHAPTER

To affix the seal of Grand Chapter to all Warrants for new Chapters, and to all Certificates and other documents, and attest the same;

CONDUCT CORRESPONDENCE

To conduct, under the direction of the Most Excellent Grand High Priest, the correspondence, preserving copies of the same;

REPORT TO GRAND CHAPTER

To report to Grand Chapter all Chapters suspended, or otherwise deprived of their right of representation therein and report annually, at a Communication, the number of members of each Chapter, the admissions, degrees conferred, resignations, suspensions, expulsions and deaths during the preceding Masonic year.

PROVIDE MINUTES, CASH BOOK, BANK STATEMENTS ETC.

To make available for examination by the Most Excellent Grand High Priest, Most Excellent Grand King, Most Excellent Grand Scribe, Committee on Jurisprudence, Committee on Finance, and Trustees all records, books, transactions, anytime that they are requested.

RESPONSIBLE FOR ADMINISTRATION OF GRAND CHAPTER OFFICE

To administer the Grand Chapter Office day to day operation and supervise the office employees of Grand Chapter in the day to day requirements of the Grand Secretary's Office. He will be responsible for the operation and will report and recommend any administration changes to the Most Excellent Grand High Priest for approval.

DUTIES OF DISTRICT DEPUTY GRAND HIGH PRIESTS

JURISDICTION TO BE DIVIDED INTO DISTRICTS

Section 10: The Masonic Jurisdiction of the Grand Chapter shall, from time to time, be divided by the Most Excellent Grand High Priest into Districts, for each of which a District Deputy Grand High Priest shall be appointed, each of whom shall be a Past High Priest and a member of Grand Chapter.

SUPERVISION & REPORTING

Section 11: He shall have such supervision of the Subordinate Chapters in his District as is directed by the Most Excellent Grand High Priest, and immediately after each visitation shall make a written report to the Most Excellent Grand High Priest, Most Excellent Grand King, Most Excellent Grand Scribe and Most Excellent Grand Secretary on forms furnished for that purpose.

DUTY TO VISIT, INSPECT & INSTRUCT

Section 12: It shall be the duty of each District Deputy Grand High Priest to make official visits to the Chapters in his District at least once in each year and as often as he deems it advisable, inspect their labors, instruct in the Work and inquire into their condition and proceedings. He

shall be received and welcomed by the Most Excellent High Priest who will surrender to him the Warrant of Constitution of his Chapter, his Scepter and his Station.

MAY CALL CHAPTERS OF DISTRICT TOGETHER

Section 13: He may congregate the officers and members of any or all such Chapters at such times and places as he may deem proper, and give them advice and instruction in Capitular Masonry.

ATTEND COMMUNICATIONS OF GRAND CHAPTER

Section 14: He shall attend all Communications of Grand Chapter. He shall be furnished with a collar, apron and appropriate jewel which shall be delivered to his successor.

APPEALS TO GRAND CHAPTER

Section 15: All appeals to Grand Chapter arising in his District shall be made through him to the Most Excellent Grand High Priest.

REIMBURSEMENT FOR EXPENSES

Section 16: He shall be reimbursed expenses incurred in the performance of his duties as per Grand Chapter guidelines established by the Committee of Finance and approved by the Most Excellent Grand High Priest.

PAST DISTRICT DEPUTY GRAND HIGH PRIESTS

Section 17: A District Deputy Grand High Priest, after having served six (6) years or more, may retire from active duty with the title of Past District Deputy Grand High Priest. Upon his retirement, he shall forthwith surrender his collar and jewel, but retain his apron and case that he may be properly clothed as a Past District Deputy Grand High Priest when appearing in procession (between Grand Chaplains and District Deputy Grand High Priests) or in Grand Chapter. He is entitled to wear the Past District Deputy Grand High Priest Jewel with Masonic attire.

GRAND CHAPLAINS

Section 18: There shall be as many Grand Chaplains as the Most Excellent Grand High Priest shall deem necessary. It shall be their duty to attend Communications of Grand Chapter and assist in the necessary rites and ceremonies on Masonic occasions.

OTHER APPOINTED OFFICERS

Section 19: The other appointed officers of Grand Chapter shall attend the Communications of Grand Chapter, take their respective places therein, and perform the duties thereof, as required by the regulations and traditions of the Fraternity.

EXPENSES ATTENDING GRAND CHAPTER

Section 20: The elective Grand Officers, Most Excellent Past Grand High Priests, most appointed Grand Officers covered by Article V, Section 7 and 8 of the Constitution, and members of the Committee on Finance, shall be reimbursed for expenses incurred attending the Communications of Grand Chapter as per Grand Chapter guidelines established by the Committee of Finance and approved by the Most Excellent Grand High Priest.

ARTICLE VII

DUTIES OF TRUSTEES AND STANDING COMMITTEES OF GRAND CHAPTER

DUTIES OF TRUSTEES

Section 1: It shall be the duty of the Trustees to invest such funds as may be placed in their hands, by Grand Chapter for that purpose, in the name of “TRUSTEES OF THE GRAND HOLY ROYAL ARCH CHAPTER OF PENNSYLVANIA”. They shall use their best judgment for the security and increase of said funds and shall invest the same, as a majority of them may decide, in legal securities as provided for trust funds by the laws of the Commonwealth of Pennsylvania.

LIMITATIONS OF POWER

They shall not have the power, except as herein provided, to sell, transfer, dispose of or appropriate, any part of the investments without the consent of Grand Chapter, unless it may be necessary to protect said funds from loss by reason of any depreciation in the value of the investments, when such sale may be ordered by the Trustees, subject to the approval of the Committee on Finance and the Most Excellent Grand High Priest.

RESPONSIBILITY OF TRUSTEES FOR INVESTMENTS

They shall have charge of all securities and investments of Grand Chapter; collect the income, interest and dividends thereof, and pay the same over to the Most Excellent Grand Secretary immediately after the same shall have been collected, taking his receipt therefore, in the event it is not reinvested.

MUST MAKE ANNUAL REPORT

They shall at the first Communication in the new year, or whenever required by the Grand Chapter or the Most Excellent Grand High Priest, make full report of all their transactions as of December 31st with a list of all securities or evidence of investments held by them for Grand Chapter, with a statement of the conditions of them severally showing Cost and Market Values together with specific recommendations for improvement. Since this report is for the prior year's transactions ending December 31, this report shall be printed in full in the proceeding for the prior year. They shall also submit a current and complete financial report, quarterly and whenever requested, to the Elected Throne Officers and to the Committee on Finance.

COMMITTEE ON JURISPRUDENCE

Section 2: The Committee on Jurisprudence shall consist of the Most Excellent Grand High Priest, and all Most Excellent Past Grand High Priests, to which shall be referred all questions touching the Ancient Landmarks, Customs and Usages of Capitular Masonry and the Constitution of Grand Chapter, and they shall report thereon to Grand Chapter. The Most Excellent Grand High Priest shall be the Chairman, or appoint a Chairman for this Committee.

COMMITTEE ON APPEALS

Section 3: The Committee on Appeals shall consist of at least three members up to a maximum of five members, to whom shall be referred all appeals to Grand Chapter.

COMMITTEE ON FINANCE

Section 4: The Committee on Finance shall consist of five members, whose duty it shall be to report quarterly the receipts and disbursements since the previous report, the debts due to and by Grand Chapter, and such other matters as may be necessary to a correct view of its finances, and in addition thereto, at the Communication in December submit an estimate of the probable receipts and disbursements for the ensuing year.

SHALL MAKE RECOMMENDATIONS

It shall recommend from time to time such measures as it may deem expedient for the collection of the dues, economy of the funds, an increase of the revenues of Grand Chapter.

SHALL HAVE ACCESS TO BOOKS AND PAPERS

It shall at all times have access to the books and papers of all Officers and Committees entrusted with monies of Grand Chapter.

FISCAL YEAR

Section 5: The fiscal year of Grand Chapter shall end on the 31st day of December, and the Officers and Committees of Grand Chapter shall have their books and accounts made up, posted, balanced and ready for examination by the Committee within fifteen (15) days thereafter.

The Committee on Finance shall audit, or cause the same to be audited by Certified Public Accountants at least once every five years and make a report thereon to Grand Chapter at the first Communication in the New Year. Since this report is for the prior years' transactions ending December 31, this report shall be printed in full in the proceeding for the prior year.

The Most Excellent Grand High Priest shall annually appoint an Internal Auditing Committee to review Grand Chapter financial assets and reports. The committee shall also review Grand Chapter policies and procedures and make a full report with recommendations to the Most Excellent High Priest as requested.

COMMITTEE ON BY-LAWS

Section 6: The Committee on By-Laws shall consist up to five members to which shall be referred all proposed By-Laws of Chapters or amendments thereto, submitted for the approval of Grand Chapter. It shall carefully examine such By-Laws or Amendments and expunge therefrom all provisions which contravene the Constitution, Rules, Regulations or Edicts of

Grand Chapter, to supply such deficiencies as may appear requisite, and report thereon to Grand Chapter.

CHAPTER MAY WITHDRAW OR APPEAL

Section 7: When any proposed By-Laws or amendments have been rejected by the Committee on By-Laws, the same shall be returned to the Chapter which shall have the right to withdraw the proposed By-Laws or amendments, or appeal to Grand Chapter.

COMMITTEE ON CORRESPONDENCE

Section 8: The Committee on Correspondence shall consist of up to five members, to which shall be referred all printed proceedings addressed to Grand Chapter from other Grand Chapters and Masonic bodies, and such other subjects requiring special consideration as Grand Chapter may deem desirable for publication. It shall report to Grand Chapter at the December Communication.

COMMITTEE ON CHARITY

Section 9: The Committee on Charity shall consist of at least three members up to a maximum of five members. They shall dispense charity when in their judgment they shall deem it necessary.

COMMITTEE ON CHARITABLE FOUNDATION

Section 10: The Committee on Charitable Foundation shall consist of at least three members up to a maximum of five members who shall be responsible for administering the Charitable Foundation in accordance with the Foundation's Articles of Incorporation.

COMMITTEE ON PRINTING AND PUBLISHING

Section 11: The Committee on Printing and Publishing shall consist up to five members who shall have the ordering and control of all printing or digital reproductions referred to it for, or on account of Grand Chapter, and shall report its proceedings to Grand Chapter.

COMMITTEE ON CAPITULAR INSTRUCTION

Section 12: The Committee on Capitular Instruction is to unify the teachings, degree conferrals, regalia, furnishing and operation of all Chapters working under the jurisdiction of the Grand Holy Royal Arch Chapter of Pennsylvania, in a manner such that every Chapter's work is consistent with our Constitution and that of the Grand Chapter Ritualistic Manual. The membership of said committee will consist of Grand Chapter Instructors of Work all District Deputy Grand High Priests and those Companions wishing to contribute to the betterment of Chapter. The Chairman of the Committee on Capitular Instruction will be the Grand Instructor of Ritualistic Work.

ARTICLE VIII

PROCEEDINGS IN GRAND CHAPTER

OPENING GRAND CHAPTER

Section 1: When the Most Excellent Grand High Priest opens Grand Chapter, it is in AMPLE FORM; when it is opened by the Most Excellent Grand King or the Most Excellent Grand Scribe it is in DUE FORM; when opened by a Most Excellent Past Grand High Priest or other Companion, it is in FORM only.

REPRESENTATION REQUIRED TO OPEN

Section 2: Three Chapters must be represented before Grand Chapter can be opened.

ACTING MOST EXCELLENT GRAND HIGH PRIEST

Section 3: In the absence of the Most Excellent Grand High Priest, whoever wears his jewel and occupies his station is to be addressed and regarded as Most Excellent Grand High Priest.

QUESTIONS OF ORDER

Section 4: The Most Excellent Grand High Priest decides all questions of order, and no appeal from his decision can be taken. One rap of the Most Excellent Grand High Priest's Scepter commands order, when all of the Companions must be seated and silence observed.

ORDER OF BUSINESS

Section 5: The following shall be the order of business at all communications; provided however, the Most Excellent High Priest may dispense with the Order of Business, or arrange it as he deems for the best interest of Grand Chapter:

- I. Roll call of Grand Representatives
- II. Reading the minutes or providing a summary of the minutes of the last Communication and of any Extra or Special communication which may have been held.
- III. Communications from Subordinate Chapters
- IV. Reports of Standing committees:
 - a. Trustees
 - b. Committee on Jurisprudence
 - c. Committee on Appeals
 - d. Committee on Finance
 - e. Committee on By-Laws
 - f. Committee on Correspondence
 - g. Committee on Charity

- h. Committee on Charitable Foundation'
- i. Committee on Printing and Publishing
- V. Reports of Grand Officers and Special Committees
- VI. Returns of Chapters
- VII. Unfinished Business
- VIII. New Business
- IX. Communications from Companions and others.
- X. Necrology

COMMITTEE REPORTS-APPROVED AS READ

Section 6: In all cases, papers or communications shall be referred to Standing Committees, unless otherwise directed. All reports of Standing Committees shall be considered approved as read, unless otherwise ordered.

COMMITTEES DISBURSING MONEY

Section 7: Any Special Committee charged with the disbursement of money of Grand Chapter shall be considered as existing until its accounts have been examined by the Committee on Finance and all the debts contracted by it are shown to have been paid, when, on motion, the Committee may be discharged.

COMPANIONS MUST ADDRESS GRAND HIGH PRIEST

Section 8: Each Companion, as he rises to speak, shall address the Most Excellent Grand High Priest. He shall not be interrupted or called to order, except by or through the Most Excellent Grand High Priest. When so called to order, he must resume his seat, but being informed of his default, he may again proceed in his address to Grand Chapter.

COMPANIONS TO SPEAK ONLY TWICE

Section 9: No Companion shall speak more than twice upon any subject under consideration, except by special permission of the Most Excellent Grand High Priest.

COMPANION CALLED TO ORDER

Section 10: If a Companion is twice called to order at the same Communication and again offends, the Most Excellent Grand High Priest may direct him to leave the Chapter Hall, and see that this direction is complied with before continuing the business of Grand Chapter.

RESOLUTIONS & MOTIONS

Section 11: When any resolution or motion shall be offered or made and seconded, it shall be stated by the Most Excellent Grand High Priest. Pending its consideration, a motion may be made to amend, stating in what particular it is proposed to amend it; and an amendment to the amendment may be moved, but until the disposal of such amendment, no further amendment shall be in order. After a vote upon the amendment shall have been taken, it shall not be in order

to introduce the same subject under color of a new amendment or as any amendment to a pending amendment.

After a vote has been taken upon all of the amendments that may have been considered, the vote shall be taken upon the resolution or motion as it may then be, including the amendments that have been adopted. Pending the consideration of such resolution or motion, no motion shall be in order except to lay on the table, to postpone indefinitely, to postpone to a certain time, or to commit, all of which shall be determined without debate.

A motion to amend, to postpone or to commit may be laid upon the table without removing the pending resolution or motion from before Grand Chapter. No other dilatory or evasive motion shall be permitted.

PARLIAMENTARY LAW DOES NOT APPLY

Section 12: What is known as “Parliamentary Law”, or conventional systems for regulating the proceedings of deliberative assemblages, do not apply to Grand Chapter.

“PREVIOUS QUESTION” NOT PERMITTED

Section 13: The “previous question”, by which a vote would be forced upon Grand Chapter, shall not be permitted.

NO “PRIVILEGED QUESTION”

Section 14: There is no “privileged question” in Grand Chapter, but any Companion may ask the Most Excellent Grand High Priest to allow him to be heard on a question or subject which involves the Ancient Usages, Customs and Landmarks of the Fraternity, or the proceedings of a Subordinate Chapter.

MATTERS DETERMINED BY MAJORITY

Section 15: All matters in Grand Chapter not otherwise provided for shall be determined by a majority of those voting. In case of a tie, the Most Excellent Grand High Priest (or in his absence the Presiding Officer) shall have the deciding vote.

VOTE TO BE TAKEN AFTER DISCUSSION

Section 16: When a debate on any question has been allowed to fully explain or discuss it, the Most Excellent Grand High Priest may direct the vote to be taken, unless a resolution is adopted postponing the further discussion to another Communication of Grand Chapter.

VIVA VOCE & STANDING VOTES

Section 17: The vote may be taken viva voce. A vote by Yeas and Nays (a recorded roll call vote) shall not be allowed. A Standing vote may be required by the Most Excellent Grand High Priest or by three members of Grand Chapter.

VOTING BY REPRESENTATIVES

Section 18: On all questions before Grand Chapter when a vote by Chapters is requested by the Representatives of six Chapters, and in the election of Grand Officers, each Representative shall be entitled to cast one vote for each member of his Chapter in good standing who is a member of Grand Chapter, and who is not present or, who being present, does not wish to vote in person. In the absence of the certified Representative of a Chapter, the representative vote of the Chapter cannot be cast as a unit, however, members of Grand Chapter present may vote individually. Members of Grand Chapter may vote individually, provided that they are listed on the Subordinate Chapter "List of Eligible Voters Report" submitted before the Grand Chapter Communications.

VOTING BY PLURAL (DUAL) MEMBERS

Section 19: Plural (Dual) membership in Chapters within this Jurisdiction shall not entitle a member of Grand Chapter to more than one vote on any matter brought before Grand Chapter. When voting is by Chapter Representatives, only the Primary Chapter may count the Plural Member among those for whom the Representative or Substitute Representative may cast a vote.

QUESTIONS OF FINANCE DETERMINED IN DECEMBER ONLY

Section 20: All propositions to determine questions of finance in which, Subordinate Chapters have an interest affecting their revenue or involving contributions of their funds, shall be acted upon only at the Communication in December.

THOSE SUMMONED TO GRAND CHAPTER MUST ATTEND

Section 21: If any Mark Master Mason or Royal Arch Mason, summoned to attend Grand Chapter, or any Committee thereof, does not comply, or give a sufficient and satisfactory reason for his non-compliance, the summons is to be repeated, and if he is contumacious, he shall upon conviction, be expelled from the benefits of Capitular Masonry.

ARTICLE IX

REVENUE OF GRAND CHAPTER

Section 1: The revenue of Grand Chapter shall be derived from:

- Warrants for new Chapters or Mark Lodge, each..... \$ 500.00
- Conferring the degree of Mark Master Mason on each brother (2 X Annual GC Dues)
- Annual dues for each member of a Chapter..... \$ 15.00
- Annual dues for each member of Mark Lodge..... \$ 10.00
- Annual dues for each Dual (Plural) member of Chapter..... \$ 10.00
- Special Dispensations, each..... \$ 15.00
- Grand Chapter Certificates, each..... \$ 15.00

Annual dues shall be paid, except as hereinafter provided, upon each Companion or Brother who is a member on St. John the Evangelist's Day (December 27th).

NO DUES PAYABLE FOR 50 YEAR MEMBERS OR HARDSHIP CASES

However, no annual dues shall be paid for any Companion or Brother who has been awarded a 50 year Certificate of Membership by Grand Chapter, for any Most Excellent Past Grand High Priest, or for any Companion or Brother whose Chapter or Mark Lodge has remitted his dues provided that that fact is certified to the Most Excellent Grand High Priest under the seal of the Chapter or Mark Lodge.

ARTICLE X

GRAND CHAPTER CERTIFICATES

Section 1: A Grand Chapter Certificate shall be granted to any companion producing to the Most Excellent Grand Secretary, a certificate of his good Masonic standing in the Chapter of which he is a member, signed by the Most Excellent High Priest, King and Scribe under the seal of the Chapter, attested by the Secretary and accompanied by the prescribed fee (\$15.00). A Grand Chapter certificate is given under the seal of Grand Chapter, with the signatures of the Grand Officers. The Companion to whom it is granted shall subscribe his name in full in the margin thereof. All certificates shall be printed in the English language, but may also be printed in the English and French languages.

ARTICLE XI

SUBORDINATE “CHAPTERS”

EVERY CHAPTER TO WORK UNDER A WARRANT

Section 1: Every Royal Arch Chapter within this Jurisdiction shall work under a warrant from this Grand Chapter and be subject to its authority. The precedence of a Chapter shall be determined by the date of its warrant as recorded on the minutes of Grand Chapter.

HOW WARRANT IS GRANTED

Section 2: A warrant for a Royal Arch Chapter may be granted by Grand Chapter, on the petition of at least twenty-five Royal Arch Masons, on the recommendation of the District Deputy Grand High Priest and of at least three Royal Arch Masons, members of a Chapter within this Jurisdiction. No warrant shall be granted for a Chapter within nine miles (measured on a straight line) of the place mentioned in the warrant of an existing Chapter without the consent of such Chapter, given under seal, except under special circumstances. The petition must be accompanied by certificates from the Chapter or Chapters to which the petitioners belong or have last belonged, together with copies of the Marks of the petitioners and other satisfactory evidence of good Masonic standing. No new Chapter shall be named after any living person, nor bear the same name as that of any existing Chapter in this Jurisdiction.

WARRANT FOR MARK MASTER MASON LODGE

Section 3: A warrant for a Mark Master Mason Lodge may be granted by Grand Chapter on the petition of least twenty Royal Arch Masons, on the recommendation of the District Deputy Grand High Priest, and as a result of favorable action by Grand Chapter. No warrant shall be granted for a Mark Lodge within fifty miles (measured in a straight line) of the place mentioned in the warrant of an existing Mark Lodge without the consent of such Mark Lodge, given under seal, except under special circumstances. The petition must be accompanied by certificates from the Chapter or Chapters to which the petitioners belong and other satisfactory evidence of good Masonic standing. No new Mark Lodge shall be named after any living person, nor bear the same name as that of any existing Mark Lodge in this Jurisdiction.

MEMBERSHIP CEASES IN FORMER CHAPTER

Section 4: Upon the granting of the warrant, and the constitution of the new Chapter, the membership of all petitioners (Warrant Members) for said warrant present at the constitution and becoming members of the new Chapter, shall automatically cease in any other Chapter unless he becomes a Plural Member; provided that no petitioner shall be permitted to become a member of a new Chapter unless all dues to the Chapter of which he was last a member shall have been paid up to, and including the date, of said Constitution.

BY WHOM CHAPTER IS CONSTITUTED

Section 5: Every Chapter must be lawfully warranted and duly constituted by the Most Excellent Grand High Priest; or by the Most Excellent Grand King, Most Excellent Grand Scribe, District Deputy Grand High Priest or a Past High Priest duly authorized by the Most Excellent Grand High Priest. No Chapter shall be constituted until the Most Excellent Grand High Priest shall be satisfied that the new Chapter is prepared to do all the work of Capitular Masonry.

SEQUESTRATION OF WARRANT

Section 6: The Most Excellent Grand High Priest may sequester the Warrant of a Chapter for:

- (a) Violation of the Landmarks
- (b) Not assembling during six months
- (c) The death or resignation of all its members; or
- (d) Un-Masonic conduct, or for such act or acts of insubordination as tend to destroy the peace and harmony of the Craft.
- (e) Not electing officers
- (f) Violation of the Grand Chapter Constitution, Rules, Regulations or Edicts

He shall report his action to Grand Chapter at the next Communication thereof, with his reasons therefore. Grand Chapter may vacate the Warrant, but such action cannot be taken until the Chapter has been duly warned of its offense, and has been summoned to answer the charge made against it.

The Secretary of the Chapter must notify the members of any suspension or sequestration of the warrant and the restrictions on the Chapter Operation and on members because of the Grand Chapter action in the next Chapter notice

SUSPENSION OF WARRANT

The Most Excellent Grand High Priest may suspend the Warrant of a Chapter for:

- (a) Failure to timely submit a General Return
- (b) Failure to timely submit an Annual Audit Report
- (c) Failure to timely submit Official Reports as required

MEMBERS OF SUSPENDED OR SEQUESTRATION OF CHAPTER WARRANT

Section 7: During the suspension or sequestration of the Warrant of a Chapter, its Officers, Members, or Representative can not sit in Grand Chapter or visit any subordinate Chapter.

ARTICLE XII

OFFICERS OF SUBORDINATE CHAPTERS

Section 1: The Officers of a Subordinate Chapter are:

- Most Excellent High Priest
- King
- Scribe
- Treasurer
- Secretary
- Chaplain
- Captain of the Host
- Principal Sojourner
- Royal Arch Captain
- Master of the Third Veil
- Master of the Second Veil
- Master of the First Veil
- Senior Master of Ceremonies
- Junior Master of Ceremonies
- Pursuivant
- Tyler
- Representative in Grand Chapter
- Substitute Representative in Grand Chapter
- Trustees

All of whom shall be members of the Chapter (except that the Tyler, a Royal Arch Mason, may be a member of any recognized Chapter of this Jurisdiction).

OFFICERS NAMED IN THE WARRANT

Section 2: The Most Excellent High Priest, King and Scribe of every new Chapter shall be named in the petition for a Warrant, and shall be designated in the Warrant of such Chapter. The Treasurer and Secretary shall be chosen before the Chapter is constituted. The other officers shall be appointed by the Most Excellent High Priest after his installation.

QUALIFICATION FOR ELECTION AS HIGH PRIEST

Section 3: No Companion shall be elected Most Excellent High Priest of a Chapter unless he has been elected and served as King or Scribe of a Chapter within this Jurisdiction, except in an extraordinary case, in which the Most Excellent Grand High Priest may issue a Dispensation authorizing such election. At the formation of a new Chapter when no Past High Priest, or one who has served as King or Scribe who is willing and qualified to act as Most Excellent High Priest is found among the petitioners, any one competent among the said petitioners may be chosen Most Excellent High Priest.

WHEN OFFICERS ARE ELECTED

Section 4: In either November or December in every year, at the Stated Meeting next preceding St. John the Evangelist's Day, the Most Excellent High Priest, King, Scribe, Treasurer, Secretary, three Trustees, a Representative in Grand Chapter, and a Substitute Representative in Grand Chapter shall be elected by ballot, except that if there be only one candidate for an office to be filled he may be elected to that office on motion duly made, seconded, and the question put to a voice vote.

TIME OF INSTALLATION AND ASSUMPTION OF OFFICE

The Most Excellent High Priest to become a permanent member of Grand Chapter must be installed on or before St. John the Evangelist's Day, serve a full Masonic Year and be anointed to the Order of High Priesthood, except by virtue of a dispensation granted by the Most Excellent Grand High Priest. The King, Scribe, Treasurer and Secretary are, if practicable and required, to be installed at the same time. If an officer succeeds himself in the same office he need not be reinstalled. The officers so elected, installed and qualified, shall enter upon their election, and shall continue in office until their successors, respectively, have been duly elected, installed and qualified.

LIMITATION ON HOLDING MORE THAN ONE OFFICE

No Companion may hold more than one elective office at the same time, except that the Secretary or Treasurer (if a Past High Priest) may be elected the Representative or Substitute Representative in Grand Chapter, or the Most Excellent High Priest may be elected to fill a vacancy in the office of Representatives occurring during the Capitular Year. The Most Excellent Grand High Priest may approve an elected position of Secretary/Treasurer on annual petition from the Chapter.

LIMITATIONS ON HOLDING MORE THAN ONE OFFICE-PLURAL (DUAL) MEMBER

Plural (Dual) members are permitted to hold a single elective office in each of the Chapters to which they are members, so long as their duties in said Chapters are not in conflict.

DISPENSATION TO SET ASIDE LIMITATION

The Most Excellent Grand High Priest has the authority to grant a Dispensation to any Chapter unable to conform to Paragraph 3 of this Section.

ELECTED OFFICERS MUST BE INSTALLED

Section 5: No elected officer shall enter upon his duties until he has been installed. However, if reelected, he need not be reinstalled.

It is not permissible for an installed officer to resign his office during the term for which he was elected and installed, unless permission is requested and received from the Most Excellent Grand

High Priest. If permission is granted, the resignation will become effectively immediately, and will not affect the Companion's membership in his Chapter.

ORDER OF HIGH PRIESTHOOD NOT PART OF INSTALLATION

The Installation of the Most Excellent High Priest does not include the conferring of the Order of High Priesthood.

VACANCY IN OFFICE- HIGH PRIEST, KING OR SCRIBE

Section 6: On the death, disability, suspension or removal for cause of the Most Excellent High Priest, or the King, or both, the vacancy or vacancies so created shall be filled, for the remainder of the current term, by the advancement of the King and the Scribe, respectively; and the vacancy or vacancies so created, or a vacancy created by the death or disability of the Scribe, shall be filled by the Past High Priests available in order of juniority.

VACANCY IN OFFICE – TREASURER OR SECRETARY

On the death, disability, suspension or removal for cause of the Treasurer or Secretary, an election may be held at the next Stated Meeting after due notice to the members.

DEFAULT OF ELECTION OR REFUSAL TO BE INSTALLED

In default of an election, or refusal to be installed, the Most Excellent Grand High Priest may, by dispensation, permit a special election to be held after due notice to the members,

MARK MASTER MASON LODGE OFFICERS

Section 7: The elected officers of a Mark Master Mason Lodge are:

- Worshipful Master
- Senior Warden
- Junior Wardens
- Treasurer
- Secretary
- Three Trustees

The Worshipful Master shall appoint:

- Chaplain
- Master Overseer
- Senior Overseer
- Junior Overseer
- Senior Master of Ceremonies
- Junior Master of Ceremonies
- Pursuivant
- Tyler.

ARTICLE XIII

DUTIES OF OFFICERS OF CHAPTERS

DUTIES OF HIGH PRIEST

Section 1: It is the duty of the Most Excellent High Priest to enforce an observance of the Constitution, Rules, Regulations, and Edicts of Grand Chapter, and the By-Laws of his Chapter; see that the officers discharge their duties faithfully; that true and correct minutes are made of all Chapter proceedings; that true and correct accounts are kept and exhibited at stated times, according to the By-Laws, that the property and funds of the Chapter are properly managed and dispensed, and to attend the Communications of Grand Chapter.

RESPONSIBILITY FOR RITUAL AND CONDUCT OF MEETING

The Most Excellent High Priest is responsible for the ritualistic work and good order of the Chapter. He shall require that his Chapter complete the conferral of every degree at the same meeting at which begun without any adjournment thereof. Although he may temporarily place another Companion in his Station, he may resume it at any time, or give directions as appear to him necessary for the orderly conduct of the business and the good order of the Chapter.

POWERS OF HIGH PRIEST

Section 2: He is empowered to call special or extra meetings of his Chapter at his pleasure. He has charge of the Warrant of Constitution, which must always be displayed in the Chapter when it is open, and during its labor. To him belongs the appointment of all officers of the Chapter not elective, two or more Stewards, an organist (optional) and all Committees not otherwise provided for.

WARRANT MUST BE DISPLAYED

Section 3: When there is no Warrant displayed, there can be no Chapter opened. The Most Excellent High Priest, when he cannot attend, shall give the Warrant to the King; and in his absence, to the Scribe; and if all three are absent, no Chapter can be opened except by the Most Excellent Grand High Priest or some Companion especially authorized by him for that purpose.

DUTY OF KING AND SCRIBE

Section 4: The duty of the King and Scribe in the Chapter is to assist the Most Excellent High Priest in conducting its labors and attend the Communications of Grand Chapter.

WHO ASSUMES STATIONS WHEN OFFICERS ARE ABSENT

Section 5: In the absence of the Most Excellent High Priest, the King, and in the absence of the Most Excellent High Priest and the King, the Scribe shall take the station of the Most Excellent

High Priest. In the absence of the King, the Most Excellent High Priest and Scribe being present, the Scribe shall take the station of the King.

USE OF PAST HIGH PRIESTS TO FILL VACANCIES

In the absence of the Scribe or his station being vacant due to his having assumed the station of the King or Most Excellent High Priest, the vacancy or vacancies so created shall be filled by the Past High Priests available, in order of juniority. Should there be more vacancies than there are Past High Priests available, the Presiding Officer shall appoint a Companion or Companions to fill the vacant station or stations.

DUTIES OF THE TREASURER

Section 6: The Treasurer shall have custody of the un-invested funds of the Chapter and shall deposit the same, in the name of the Chapter, as Treasurer, in such depository of depositories as the Chapter shall authorize. He shall pay out the same, only by authority of the Chapter, on orders signed by the Most Excellent High Priest, attested by the Secretary.

He shall keep a true and correct account of his receipts and disbursements; and have his books and vouchers ready for examination at such times as the By-Laws require, or whenever called upon by the Most Excellent High Priest or the Chapter. The Chapter may provide in its By-Laws for the Treasurer giving bond before entering upon his duties, and the amount thereof.

DUTIES OF THE SECRETARY

Section 7: The Secretary shall preserve the archives and seal of the Chapter, and keep minutes of all the transactions of the Chapter proper to be committed to writing, that the same may be submitted to the Most Excellent High Priest, District Deputy Grand High Priest, or a Committee of the Chapter, or to the Most Excellent Grand High Priest, whenever required.

He shall preserve a copy of the By-Laws of the Chapter, a copy of the Constitution, Rules, Regulations and Edicts of Grand Chapter, and a list of the members of the Chapter, with the dates of their receiving the several degrees or of their admission.

MUST MAKE MONTHLY RETURN

He shall make a record of, and transmit monthly, within eight days after each Stated Meeting, to the Most Excellent Grand Secretary, a return covering all petitions for degrees and membership or membership only, the action thereon, all degrees conferred, all expulsions, suspensions, rejections, deaths, resignations, restorations to good Masonic standing and restorations to membership, with the names and dates.

NOTIFICATION TO PETITIONERS

He shall immediately notify a rejected petitioner of his rejection. He shall notify approved petitioners of their approval and when to present themselves for each degree.

RESPONSIBILITY FOR ANNUAL RETURNS

Section 8: He shall, on or immediately before the 15th day of November in each year, forward to the Most Excellent Grand Secretary a correct list of all of the members of the Chapter who are also members of Grand Chapter, and shall make the annual returns of the Chapter required by Article XIV, Section 7.

RESPONSIBILITY FOR CHAPTER NOTICES

Section 9: He shall issue at least one week prior to the meeting, a notice thereof to all members. In the notices for Stated Meetings, and not on a separate sheet enclosed therewith, he shall give the full name, age, occupation, residence and Lodge number of every petitioner for degrees and membership, or membership only, whose petition is pending, until final action is taken; but he shall not give the names of the recommenders in said notices.

He shall also send copies of said notices to the elective Grand Officers and to the District Deputy Grand High Priest in whose District the Chapter is located.

NOTIFICATION OF DUES OWED

In the notices for the Stated Meeting of the Chapter third preceding St. John the Evangelist's Day, he shall state the amount of dues which will be owing on the night of the Annual Election by the members to whom the notice is sent.

OTHER DUTIES OF SECRETARY

He shall perform every act as Secretary which the Most Excellent High Priest or Chapter may direct regarding the business or the Chapter, or concerning the same. He shall keep a record of the place of residence of each member of the Chapter, which record shall be the best evidence of the residence of the member, and perform such other duties as may pertain to his office. The Chapter may provide in its By-Laws for the Secretary giving bond before entering upon his duties, and the amount thereof.

FILE TAXES INCURRED BY CHAPTER

He shall file or cause to be filed all taxes required by law incurred by the Chapter in a timely manner.

DUTIES OF TRUSTEES

Section 10: It shall be the duty of the Trustees to invest such funds as may be placed in their hands by the Chapter for that purpose, in the name of "Trustees of ----- Royal Arch Chapter No. ----- " They shall use their best judgment for the security and increase of such funds and shall invest the same, as a majority of them may decide, in legal securities as provided for trust funds by the laws of the Commonwealth of Pennsylvania..

LIMITATIONS OF POWER

They shall not have the power, except as herein provided, to sell, transfer, dispose of, or appropriate, any part of the investments without the consent of the Chapter, unless it may be necessary to protect such funds from loss by reason of any depreciation in the value of the investments when such sale may be ordered by the Trustees upon securing the approval of the Most Excellent High Priest and Treasurer.

RESPONSIBILITY OF TRUSTEES FOR INVESTMENTS

They shall have charge of all securities and investments of the Chapter; collect the income, interest and dividends thereof, and pay the same over to the Secretary immediately after the same shall have been collected, taking his receipt therefore, or secure Chapter sanction to reinvest same.

MUST MAKE ANNUAL REPORT

They shall make a full report as of December 31, at the next Stated Meeting following the 15th day of January, of all their transactions, with a list of securities held for the Chapter and a statement of the condition of their investments showing cost and market values as of December 31st.

VACANCY IN OFFICE OF TRUSTEE

If by the death, resignation, suspension or removal for cause of a Trustee a vacancy shall occur, a successor may be elected without dispensation at any Stated Meeting of the Chapter provided that previous notice of such election shall have been sent to all of the members of the Chapter.

REPRESENTATIVES IN GRAND CHAPTER

Section 11: Each Chapter shall, at the time at which its officers are elected, elect a Representative in the Grand Chapter and a Substitute Representative in the Grand Chapter, both of whom shall be Past High Priests and members of Grand Chapter. The certificate of their election shall be signed by the Most Excellent High Priest, under the seal of the Chapter, attested by the Secretary; and a duplicate thereof shall be sent to the Most Excellent Grand Secretary at least ten days before the Communication of Grand Chapter at which it is proposed to use the same, unless said Representatives shall have been elected within ten days, in which case the duplicate certificate of their election shall be sent to the Most Excellent Grand Secretary immediately.

VOTING INSTRUCTIONS TO REPRESENTATIVE

Section 12: A Chapter when duly assembled may, by a vote of a majority of the members present, instruct its Most Excellent High Priest, King, Scribe and Representative, each in his representative capacity, on any subject to be considered in Grand Chapter, and such instructions, recorded on the minutes of the Chapter, shall be binding upon such officers and Representative, except that any Past High Priest may direct the Representative to vote specially for him.

MILEAGE PAID TO REPRESENTATIVE

Section 13: The sum prescribed by the Finance Committee of the Grand Chapter shall be paid to the Representative of a Subordinate Chapter attending the Communication in December and voting therein, to be computed on the distance between the place of meeting of the Subordinate Chapter and the city wherein Grand Chapter shall be held, for one way only; provided, however, that such mileage shall not be paid to a Representative who is otherwise entitled to compensation for travel under Article VI, Section 20, of this Constitution.

VACANCY IN OFFICE OF REPRESENTATIVE

Section 14: If the primary Representative dies or resigns, or is for any reason unable to serve, then the Substitute Representative shall serve in his place; and if neither the primary nor substitute Representative is able to serve by reason of death or resignation, or for any other reason, then a successor or successors may be elected without dispensation at any Stated, Special or Extra Meeting; provided that previous notice of such proposed election shall have been sent to all the members of the Chapter.

APPOINTED OFFICERS

Section 15: The other officers shall be appointed by the Most Excellent High Priest after his installation, and their duties are similar to those of the corresponding officers in Grand Chapter so far as the same apply to Subordinate Chapters.

ARTICLE XIV

POWERS AND DUTIES OF CHAPTERS

CHAPTER MUST ASSEMBLE MONTHLY, OMITTED MEETINGS

Section 1: A Chapter must assemble for labor at least once in every month, except that the Stated Meetings in the months of July and August may be omitted by vote of the Chapter. When so omitted, no Companion, including the Most Excellent High Priest, has the authority to reinstate these meetings or either of them.

MEETINGS FIXED BY BY-LAWS (EXCEPTION FOR NATIONAL HOLIDAYS, MASONIC CONFLICT)

The day and hour for meetings shall be fixed by the By-Laws of the Chapter, and must be adhered to, except that a Stated Meeting falling upon the same day as a National Holiday, or another legitimate Masonic reason or conflict, may be moved to a more convenient day within seven days either preceding or following the meeting day specified in the By-Laws, provided that the day selected is not a Sunday. The Chapter must obtain approval to change meeting date from the Most Excellent Grand High Priest or their District Deputy Grand High Priest.

NOTIFICATION REQUIRED TO CHANGE MEETING DATE

Notification must be made to the office of the Most Excellent Grand Secretary that, by vote of the Chapter, another day has been designated for a specific Stated Meeting.

NO MEETINGS MAY BE HELD ON SUNDAY

Chapters are prohibited from holding a Stated, Special or Extra Meeting on a Sunday.

CHANGE OF MEETING PLACE DUE TO EMERGENCY

Section 2: Should circumstances at any time render the place of meeting of a Chapter impossible, impracticable, or improper, the Most Excellent High Priest may convene the Chapter at some other place within the limits named in the Warrant.

MOTION TO CHANGE PLACE OF MEETING

Section 3: When a motion is made to change the place of meeting of a Chapter, and is seconded by two members, a summons, under the seal of the Chapter, attested by the Secretary, shall be sent to every member, stating the proposition for removal, and assigning a time for acting upon it. The summons shall be issued at least ten days before the meeting, and upon special call, no other business than that designated shall be entered upon. A vote of two-thirds of the members present, and the approval of the Most Excellent Grand High Priest, shall be necessary to authorize such removal. If it is decided in favor of removal, immediate notice shall be given to the Most Excellent Grand Secretary of the place to which the Chapter has been removed.

FORM FOR OPENING, WORK AND CLOSING OF CHAPTER

Section 4: The Chapter must be opened in Ancient Form, may then be closed in short form for the opening of a Lodge of Mark Master or Most Excellent Master Masons but must be reopened in short form as a Chapter of Royal Arch Masons before the final closing for the meeting which must be in Ancient Form.

PATRIOTIC OBSERVANCE IS PART OF OPENING

The Star Spangled Banner shall be sung and/or the Pledge of Allegiance to the Flag of our Country shall be conducted as a part of the opening of every Chapter meeting.

ALL BUSINESS TRANSACTED IN CHAPTER

Elections shall be held, and all business acted upon, in a Chapter of Royal Arch Masons.

CHAPTER MUST HAVE APPROVED BY-LAWS

Section 5: Each Chapter shall adopt a code of By-Laws, conforming to the “Model Code of By-Laws” for its government, two certified copies of which must be submitted to Grand Chapter for its approval. The By-Laws become operative at the first Stated Meeting of the Chapter after notice from the Most Excellent Grand Secretary that the same have been approved by Grand Chapter. The same procedure shall be followed in cases of amendments to By-Laws.

AUDITING COMMITTEE

Section 6: A committee of three members of the Chapter, none of whom shall be elected officers, shall be appointed by the Most Excellent High Priest at the Stated Meeting next proceeding St. John the Evangelist’s Day in every year, to audit the accounts and records of the Chapters as of December 31st of that year, and to report in form prescribed at the first Stated Meeting following the 15th day of January.

Three copies of said report shall be sent by the Secretary of the Chapter to the District Deputy Grand High Priest of the District for him to review, sign and forward a copy of to the Most Excellent Grand High Priest and Most Excellent Grand Secretary.

ACTION AGAINST CHAPTER FAILING TO SUBMIT AUDIT

Every Chapter failing to submit such audit on or before March 31st following shall be immediately notified thereof by the Most Excellent Grand Secretary, and if such audit is not received by Grand Chapter within one month from the date of the notice, the Warrant of the defaulting Chapter is ipso facto, suspended. Warrants of all Chapters suspended for delinquency as to audits are, on the receipt of such audit, ipso fact, revived.

CHAPTER MUST MAKE ANNUAL RETURNS

Section 7: Every Chapter shall, on or before St. John the Evangelist’s Day in every year, transmit to the Most Excellent Grand Secretary, a general return of all degrees conferred,

admissions, deaths, rejections, resignations, suspensions and expulsion, with the reasons for the suspensions or expulsions; a list of suspended and expelled members who have been restored to membership by the Chapter, or by Grand Chapter, together with a return of the election of officers of the Chapter and a Representative and Substitute Representative in Grand Chapter.

ACTION AGAINST CHAPTER FAILING TO MAKE RETURN

Every Chapter failing to make such return on or before the tenth day of January following shall be immediately notified thereof by the Most Excellent Grand Secretary, and if such return is not received by him within one month from the date of the notice, the Warrant of the defaulting Chapter is, ipso facto, suspended. Warrants of all Chapters suspended for delinquency as to returns are, on the receipt of such returns, ipso facto, revived.

PENALTY FOR DELINQUENT CHAPTER

Section 8: If dues and charges of any Chapter to Grand Chapter for the preceding year remain unpaid on the tenth day of February, it shall be immediately notified thereof by the Most Excellent Grand Secretary; and, if all arrearages are not paid by the tenth day of April, its Warrant is, ipso facto, suspended; and unless cause is shown to the contrary at next Communication of Grand Chapter, it shall be vacated. A penalty or fine of Twenty Percent (20%) of the amount due to Grand Chapter may be assessed.

DISSOLVED CHAPTER'S PROPERTY

Section 9: When a Chapter is dissolved, it is the duty of its last Most Excellent High Priest, Treasurer and Secretary to surrender to the Most Excellent Grand Secretary forthwith its Warrant, seal, books, papers, jewels, furniture, clothing, funds and all other property; and the last presiding officer shall forthwith transmit to the Most Excellent Grand Secretary an inventory thereof, and be responsible for the execution of this section.

RIGHTS OF MEMBERS OF DISSOLVED CHAPTER

No Companion of such Chapter shall be admitted into any other Chapter, or entitled to the benefits of Royal Arch Masonry, until he has paid to the Most Excellent Grand Secretary all arrears due by him to such Chapter, or had the same remitted by Grand Chapter, and obtained a certificate thereof, which he must present with his petition for membership, together with a copy of his Mark; provided, that this shall not apply to a member of any Chapter which may be dissolved for un-Masonic conduct; in which case the Companion must be restored by a vote of Grand Chapter before he can obtain such certificate.

CHAPTERS MAY MERGE

Section 10: Two or more Chapters may merge, provided the merger is approved by the Most Excellent Grand High Priest. The title to all of the property and effects of the merging Chapters shall upon such merger, vest in the Chapter resulting from the merger, which shall be liable for all indebtedness of the several Chapters thus merged. Upon the approval of the Most Excellent

Grand High Priest of the merger, all members of the Chapters joining in the merger shall immediately become members of the resulting Chapter.

PROCEDURE FOR MERGING

To effect a merger, a resolution authorizing, empowering and directing the elected officers, to act for and in behalf of the Chapter, in conjunction with the officers of the Chapters concurring in the proposed merger, to take such steps as may be required by Grand Chapter or the Most Excellent Grand High Priest to effectuate and consummate the merger, shall be presented at a Stated Meeting of each of the Chapters interested, which shall not be acted upon until a subsequent Special Meeting called for the purpose, all members of the said Chapters having been notified by summons at least ten days prior to such meeting.

EVERY CHAPTER MUST HAVE SEAL

Section 11: Every Chapter shall have a seal to be affixed to all certificates and other documents, issued by it. An impression from such seal shall be sent to the Most Excellent Grand Secretary, and notice given him of any change thereof, with an impression from the substitute.

PRINTING AND PUBLISHING PROHIBITED

Section 12: No Chapter or Companion is permitted to print or publish, or cause to be printed or published, the whole, or any part of the proceedings of any Chapter, nor any work or discourse relative to Royal Arch Masonry, without having previously obtained the consent of the Most Excellent Grand High Priest.

CHAPTERS CANNOT DELEGATE ADVANCEMENT WITHOUT CONSENT

Section 13: A Chapter cannot delegate to another the advancement of any Mason, except with the consent of the District Deputy Grand High Priest of its District, and then only in case of an emergency of which he shall be the sole judge; nor can a Chapter, except as hereinabove and hereinafter provided, advance any but its own members; nor can any Chapter give its consent to a Chapter out of this Jurisdiction to receive a petition from, or confer a degree upon, a resident of this Jurisdiction.

REQUIREMENTS FOR DEGREES CONFERRED AT DISTRICT MEETING

A Chapter which is host at a District Meeting held at any Stated or Extra Meeting of the host Chapter, may confer the degree of Mark Master Mason, Most Excellent Master Mason or Royal Arch Mason, or all three of them, upon one or more properly avouched candidates from any Chapter in this Jurisdiction, provided that there be present either the Most Excellent Grand High Priest or someone appointed in writing by him from among the elected Grand Officers, Past Grand High Priests or District Deputy Grand High Priests to represent him. Nothing contained in this section shall in any way limit the powers of the Most Excellent Grand High Priest.

MINIMUM FEES FOR DEGREES & ADMISSION

Section 14: The fees for conferring degrees and for admissions to membership are such as each Chapter may provide in its By-Laws, but they shall not be less than Five Times the Annual Grand Chapter Dues. The fee for admission for membership is such as each Mark Lodge may provide in its By-Laws, but they shall not be less than Five times Annual Grand Chapter Dues (5 X Annual Dues).

(MINIMUM) ANNUAL DUES

Section 15: The annual dues of members of Subordinate Chapters for the ensuing year shall be due and payable as of the Stated Meeting of the Annual Election preceding. The dues shall be at least double the annual Grand Chapter dues per member. Any member whose dues are unpaid as of the night of the Annual Election in that year shall be subject to suspension from the Chapter in accordance with the provisions of Article XIX of this Constitution and the Chapter By-Laws.

LIFE MEMBERSHIP BY PAYMENT

Section 16: No Chapter shall confer the privilege of Life Membership for a sum less than Fifteen (15) times the Annual Dues for the Chapter. Life membership Fees shall be paid over to the Trustees and deposited in the Permanent Fund.

Life Members of Chapters, by virtue of payment of fee, are responsible for Grand Chapter assessments or dues regardless of when that Life Membership was purchased.

LIFE MEMBERSHIP AFTER AWARD OF 50 YEAR CERTIFICATE

Section 17: A Chapter may, by two-thirds affirmative vote, grant the privilege of Life Membership without the payment of any fee, to any members who have received a Fifty Year Membership Certificate from this Grand Chapter.

A Chapter shall also be exempt from the payment of Grand Chapter dues for a member receiving the Fifty Year Membership Certificate, provided the Chapter extends such exemptions to the Fifty Year Member.

ARTICLE XV

PETITIONS FOR DEGREES AND MEMBERSHIP

QUALIFICATION OF PETITIONER

Section 1: A petitioner for the Capitular degrees and membership shall have some visible means of an honest livelihood, be a Master Mason in good standing with the Fraternity, and capable of performing all of the work in the degrees he applies for. He must apply by petition to be presented at a Stated Meeting of the Chapter. His petition must be in writing, or partly written and partly printed and be accompanied with the proper fees as established in the Chapter By-Laws.

INFORMATION REQUIRED ON PETITION

He must sign the petition with his full name, set forth therein his age and birth date, principal occupation and residence, telephone number and email address if available; the name, number and location of the Lodge of Master Masons of which he is a member. He must state that he has not been rejected by any regularly constituted Chapter, and he must be recommended by two Royal Arch Masons, at least one a member of that Chapter.

ACTION AFTER PRESENTATION OF PETITION

Section 2: The petition, upon its presentation to the Chapter, must be read by the Secretary and may be referred to a Committee appointed by the Most Excellent High Priest, and consisting of three Royal Arch Masons, members of the Chapter, none of whom shall be his recommenders.

If no Committee is appointed, then the information required shall be printed in the next notice with the notations that if anyone has a Masonic objection to the petitioner becoming a Royal Arch Mason he must make his objection known to the Most Excellent High Priest or Secretary before the next Stated Meeting after publication. If no objections are received and Grand Chapter has given the required clearance, the Most Excellent High Priest shall declare the prayer of the petitioner granted to receive the Degrees and/or Membership.

DUTIES OF COMMITTEE

Section 3: The Committee, or one of its members, shall confer with the petitioner, read to him his petition, and inquire whether he subscribes to all of the conditions thereof. The Committee shall make diligent and careful inquiry as to all matters, which pertain to the character and residence of the petitioner, and report thereon to the Chapter at the next or a subsequent Stated Meeting thereof.

FAILURE OF COMMITTEE TO ACT

If the committee, or one or more of its members, refuses or fails to act thereon, the Most Excellent High Priest may appoint another member or members in his or their place. The

Committee, thus reconstituted, shall not report prior to the next Stated Meeting, provided that a report must be made within six months following the presentation of the petition. If the Committee fails to report within six months following appointment, the Most Excellent High Priest shall declare all proceedings to be null and void.

If the Committee fails to report within the said period of six months, the petition shall be declared null and void. If the six month period shall expire at a time when the meetings of the Chapter are omitted, action may be taken at the first Stated Meeting thereafter.

ACTION AFTER APPOINTMENT OF COMMITTEE

Section 4: Following the appointment of a Committee, the Secretary shall forthwith inquire of the Most Excellent Grand Secretary, if there is anything on the records of Grand Chapter against the petitioner. If a favorable reply is received from that officer and the Committee of Inquiry, action by a Chapter on the petition may be had at any time prior to the expiration of the aforesaid six months. If one or more of the Committee of Inquiry reports unfavorably, the petitioner shall be declared rejected.

If the Committee fails to report within the said period of six months, the petition shall be declared null and void. If the six month period shall expire at a time when the meetings of the Chapter are omitted, action may be taken at the first Stated Meeting thereafter.

OBJECTIONS TO PETITIONER

Section 5: When the report of the Committee has been read to the Chapter, if it be favorable, the Most Excellent High Priest shall declare the prayer of the petitioner granted unless an objection is received from a member.

OBJECTION IN OPEN CHAPTER

Section 6: If the petition is approved for the petitioner, he may receive the first degree applied for as soon thereafter as suits the convenience of the Chapter, subject to objection in open Chapter from any member thereof. When such objection is made, it shall be in writing signed by the objector and delivered to the Most Excellent High Priest. The fact that an objection was made will be entered in the minutes for that meeting and cannot be withdrawn. Such objection, to have the force and effect, must be made before the first degree applied for has been started.

When objection is made to a petitioner for degrees, membership or for advancement, the Most Excellent High Priest shall order that conferring of degrees upon the petitioner shall be stayed.

The Most Excellent High Priest will immediately appoint a Committee to validate the objection and report to the Most Excellent High Priest of its findings and if objection is not validated by the Committee the petitioner can then receive the degree. The Committee will report to the Most Excellent High Priest within 60 days of their appointment.

The Most Excellent High Priest will retain and destroy the written objection at the conclusion of the proceedings.

OBJECTION AFTER CONFERRAL OF DEGREE

Any objection to further advancement, made after the first degree is completed, must be in the form of a formal charge, preferred at the Stated Meeting next following the conferral of the first degree. Pending the disposition of such formal charge, the Chapter cannot advance the Brother. If no such formal charge is submitted following the conferral of the first degree, the Chapter shall advance the Brother.

FAILURE OF PETITIONER TO APPEAR

Section 7: If a petitioner for degrees and membership, having been approved, does not present himself for initiation within one year thereafter, all proceedings on his petition are void. If the year shall expire at a time when the meetings of the Chapter are omitted, the initiation may take place at the first meeting of the Chapter which shall occur thereafter.

NOTIFICIATION OF REJECTION

Section 8: In all cases in which a petitioner for degrees and membership is rejected, the Secretary shall record in the minutes of the Chapter the fact of rejection, and forthwith send notice of the same, under the seal of the Chapter, to the petitioner and also to the Most Excellent Grand Secretary.

CONDITIONS FOR WITHDRAWAL OF PETITION

Section 9: A first petition for degrees and membership may be withdrawn only after a favorable report shall have been made, and then only by permission of a majority of the members present at the meeting when such permission shall be voted upon.

SECOND PETITION AFTER REJECTION

Section 10: At or after the expiration of one year from the date of his final rejection on a first petition, a rejected petitioner may present a second petition for degrees and membership to any Chapter in this Jurisdiction. Such petition shall be subject to the same proceeding by the Chapter as in the case of a first petition, except that it cannot be withdrawn unless a motion has been made and approved.

ACTION AFTER REJECTION OF SECOND PETITION

If the petitioner is again rejected, the Secretary shall record in the minutes of the Chapter the fact of the second rejection and forthwith send notice thereof, under seal of the Chapter, to the petitioner and to the Most Excellent Grand Secretary.

No Chapter shall act upon the petition of a petitioner who has been rejected in another Chapter without the consent of the rejecting Chapter, as is provided for in Section 15 of this Article.

REQUEST TO SUBMIT THIRD OR SUBSEQUENT PETITIONS

Section 11: At or after the expiration of five years following a second rejection, or ten years thereafter for a subsequent petition, the petitioner may apply to any Chapter in this Jurisdiction in writing stating that he has been informed that he has been twice (or more) rejected and believes the objection does not now exist. He may ask the Chapter to permit him to present a third (subsequent) petition for degrees and membership. Such application shall be read by the Secretary at the next Stated Meeting of the Chapter, and shall lie over for one month. Written notice shall forthwith be given to all members that at the next Stated Meeting, the Chapter will act upon such application.

MOTION ON REQUEST FOR THIRD (SUBSEQUENT) PETITION

At the next Stated Meeting, a motion made and approved a certificate to that effect, signed by the Most Excellent High Priest and Secretary, under the seal of the Chapter, shall be forwarded to the Most Excellent Grand Secretary to be laid before the Most Excellent Grand High Priest.

ACTION ON THIRD (SUBSEQUENT) PETITION AFTER GRAND CHAPTER CONSENT

If the Most Excellent Grand High Priest consents thereto, the petitioner shall be notified that he may present a third (subsequent) petition subject to the same rules and regulations governing the proceedings in cases of first and second petitions for degrees and membership. Such third (subsequent) petition, to be effective, must be submitted and action thereon completed by the Chapter within six months following the date the Chapter receives notice that the Most Excellent Grand High Priest Chapter has granted permission for such third (subsequent) petition.

ACTION ON REJECTED PETITIONER APPLY TO ANOTHER CHAPTER

Section 12: If a petitioner for degrees and membership, who has been rejected, applies to a Chapter other than the one or ones in which he was rejected, stating that he was informed of such rejection, the Chapter receiving such petition shall, under its seal, inquire of such rejecting Chapter or Chapters if there is any objection to action upon said petition. Such inquiry shall be addressed to the rejecting Chapter or Chapters, and shall contain the full name, age, occupation, residence and number of Lodge of the petitioner.

REQUIREMENT OF CHAPTER PETITIONED

Each Chapter so inquired of shall insert in the notice of its next Stated Meeting the following announcement in substantially the following words:

Action will be had on the inquiry “Is there any Masonic objection to ----- Royal Arch Chapter No. ---- Acting on the petition of Brother -----, age – years, occupation: -----, residing at -----, a member of Lodge No. ---, Free and Accepted Masons, for degrees and membership, rejected in Chapter No. --- on first (or second) petition?”

When the action presented in the Chapter so inquired of, a Masonic objection by a members shall establish the continued existence of an objection. The result of the action in every case shall be certified by the Secretary of the Chapter inquired of, under its seal, to the Chapter making the inquiry and to the Most Excellent Grand High Priest.

ARTICLE XVI

PETITIONS FOR MEMBERSHIP

TRANSFER CERTIFICATE

Section 1: When a Companion Royal Arch Mason desires to change his membership from one Chapter to another within this Jurisdiction, he shall present a notice of his desire and a conditional resignation in writing to the Secretary of his Chapter. The notice shall state the Chapter of which he desires to become a member, and that his resignation is conditioned upon his acceptance in that Chapter. The notice and resignation shall be read by the Secretary in the open Chapter at the first meeting following its receipt. If the Companion's dues are paid at least six months in advance, and there are no charges pending against him, a Transfer Certificate, under the seal of the Chapter, shall be issued to him.

ACTION BY COMPANION DESIRING TRANSFER

Section 2: The Companion may then present, to the Chapter which he desires to join, a copy of his Mark together with his petition for membership only, duly endorsed by two Royal Arch Masons, members of the Chapter, who except in cases where a Transfer Certificate is submitted with the petition, must certify that the applicant is a Mark Master Mason, Most Excellent Master Mason and Royal Arch Mason. The petition shall be processed by the Chapter petitioned in the manner specified in Article XV.

FURTHER ACTION AND RIGHTS OF PETITIONER

Section 3: If the Companion is approved for membership, the Secretary of the petitioned Chapter shall immediately so notify the Secretary of the Chapter of which the petitioner had been a member, and his resignation shall become effective with his membership terminating as of the date of the election to membership. If, at the expiration of six months next following the issuance of the Transfer Certificate, the petitioner has not been elected into membership in the petitioned Chapter, the Transfer Certificate shall become void, and the petitioner shall remain a member of his original Chapter with no interruption in his membership record.

COMPANION MADE "AT SIGHT"

Section 4: When a petitioner is not a member of any Chapter (when he has been made a Royal Arch Mason at sight by the Most Excellent Grand High Priest) his petition may be submitted to any Chapter in this Jurisdiction pursuant to the procedure specified in Section 2 of this Article.

ARTICLE XVII

GENERAL PROVISIONS CONCERNING PETITIONS

TERRITORIAL JURISDICTION

Section 1: Territorial jurisdiction over petitioners for degrees and membership is vested in Grand Chapter alone, and any duly qualified petitioner may petition any Chapter under the Jurisdiction of Grand Chapter.

DUTY OF SECRETARY REGARDING PETITIONS

Section 2: In all cases, it shall be the duty of the Secretary of the Chapter receiving a petition for degrees and membership, or for membership only, to inquire of the Most Excellent Grand Secretary if there is anything upon the records of Grand Chapter against the petitioner; giving his full name, age, birth date, occupation, place of residence, telephone number and number of Lodge as set forth in his petition.

CHAPTER MAY NOT ACT WITHOUT CLEARANCE

A Chapter cannot act upon any such petition until it has made the above inquiry and received a favorable reply from the Most Excellent Grand Secretary.

Section 3: Objections to a Brother receiving the Capitular Degrees may be filed by one or more Royal Arch Masons with the Most Excellent Grand High Priest of Grand Chapter, but nowhere else. The reason for the objection needs to be stated, but his full name, Chapter membership, and correct residence of the Companion or Companions filing the objection or objections must be given and recorded with the objection. If the objection is valid it will be recorded in the Grand Chapter Records by the Most Excellent Grand Secretary.

FURTHER ACTION WHEN OBJECTION EXISTS

In the event that the Brother objected to shall have pending or subsequently present a petition to a Royal Arch Chapter, the Most Excellent Grand Secretary, upon receipt of inquiry concerning the same, shall notify the Secretary of the Chapter petitioned of the existence of such objection, giving the full name and residence of the Companion or Companions who filed the objection or objections so that the Secretary shall notify the Most Excellent High Priest that an objection is recorded and that he must appoint a Committee to review the character and fitness for advancement of a previously rejected petitioner.

DUTY OF COMMITTEE – RECORDED OBJECTION

The Committee shall immediately communicate with the Companion or Companions who filed the objection and give him or them an opportunity to prove his or their objection. If the Committee finds that the objection is a valid Masonic objection, sustained by competent evidence, they shall report unfavorably upon the petition. However, if the Committee finds the

objection is not sustained and there is no valid objection to the petitioner, they should report favorably upon him.

OBJECTION – RIGHT OF EACH MEMBER

Section 4: The right of each member to object is vested in him. For the exercise of this right he can never be questioned unless he shall acknowledge that he has acted upon un-Masonic reasons.

Section 5: Petition presented to the Chapter must be advertised in the Chapter Notice, so that any Member who has an objection may do so.

PROPER USE OF OBJECTION

An objection is to be used for the protection of the Chapter, the Craft and the fair name of Capitular Masonry; and it is the duty of the member to object if he believes that the admission of the petitioner would bring reproach upon Capitular Masonry.

IMPROPER USE OF OBJECTION

Use of an objection unjustly, for un-Masonic reasons, is in itself offensive conduct for which a member can be held responsible by trial. It is the right of each member to object, as his conscience and Masonic Light command, but it must never be exercised to gratify personal malice, spite, revenge, any private animosity, unkindness, or for personal objection of the member which is individual only in the petitioner and does not affect his character as a member of society.

ARTICLE XVIII

MEMBERS

MEMBER MUST SIGN REGISTER

Section 1: A member of a Chapter, when he receives the first degree applied for, or on his admission to membership, shall sign his name in full, stating his age, occupation and place of residence in a register kept by the Secretary for that purpose. When any member changes his residence he shall, within one month thereafter, notify the Secretary of the change.

COMPANIONS MADE "AT SIGHT" – NOT MEMBERS OF CHAPTER

Section 2: Companions made Royal Arch Masons by virtue of the presence of the Most Excellent Grand High Priest do not thereby become members of any Chapter. To become members they must apply by petition and be duly approved, as heretofore provided.

PLURAL (DUAL) MEMBERSHIP

Section 3: A member of a Chapter in this Jurisdiction is permitted to be at the same time a member of other Chapters in either this or other Jurisdictions. A member of a Chapter in another Jurisdiction may at the same time become a member of Chapters in this Jurisdiction. Members of Subordinate Chapters in this Jurisdiction may accept honorary membership from any Grand Chapter with which this Grand Chapter is in fraternal correspondence.

HONORARY MEMBERSHIP

Section 4: Honorary membership may be conferred upon Royal Arch Masons, members of other Chapters, for meritorious service rendered to Royal Arch Masonry, but such an election shall not carry with it any of the privileges of active membership. The members shall be notified of the pendency of any motion relative to honorary membership, and in such case it shall require two-thirds vote in the affirmative. The Chapter may recall such honorary membership at its pleasure.

MEMBERSHIP NOT TO BE USED FOR BUSINESS PURPOSES

Section 5: No companion shall use his certificate, his Chapter's name or identity, or expose any Masonic emblem as a sign or advertisement in his business transactions.

ACTION AGAINST IMPROPER CONDUCT

Section 6: If a Companion shall disturb the harmony of the Chapter, he is to be formally admonished by the Most Excellent High Priest; and if he persists therein, the Most Excellent High Priest may direct him to leave the Chapter hall, and see that this direction is complied with before continuing the business of the Chapter.

TERMINATION OF MEMBERSHIP

Section 7: A member of a Chapter ceases to be such by suspension, expulsion or resignation. A resignation must be in writing and shall be permitted unless the member's dues are unpaid or unremitted, or charges are pending against him.

Membership ceases, ipso facto, on suspension or expulsion from his Lodge of Master Masons, or for remaining unaffiliated for six months or more.

PENAL JURISDICTION – FORMER MEMBER

Chapters shall have penal jurisdiction over their former members as long as they remain unaffiliated.

REQUIREMENTS TO BE EXALTED A ROYAL ARCH MASON

Section 8: No member shall be exalted to the degree of Royal Arch Mason unless he shall have received the Honorary Degree of Mark Master Mason and shall have been received and accepted a Most Excellent Master Mason and not then unless he has had his Mark recorded in the Book of Marks; provided that nothing herein contained shall be construed to abridge the prerogative of the Most Excellent High Priest. This requirement may be waived by a dispensation granted by the Most Excellent Grand High Priest.

ARTICLE XIX

SUPENSIONS AND EXPULSIONS

NOTICE OF DUES

Section 1: The Secretary of each Chapter shall annually, in the notice for the Stated Meeting third preceding St. John the Evangelist's Day, furnish to each member a statement of the amount due by him to the Chapter to the night of the Annual Election. Notice shall be given that if the same is not paid on or before the night of the Annual Election, he may be suspended.

NOTICE OF LIABILITY OF SUSPENSION

Section 2: When a member is to be notified by his Chapter that he is liable to suspension for non-payment of dues, the Secretary shall, one month before final action, send notice to the place of residence last reported by him to the Secretary, and if it shall appear that such member had removed there from two or more months before the date of the meeting at which he was suspended, it shall be no cause for complaint that he did not receive notice of the proposed action of the Chapter.

MAY SUSPEND FOR NON-PAYMENT

Section 3: Should the dues of the member so notified remain unpaid on the Stated Meeting next preceding St. John the Evangelist's Day, he may be suspended as of that meeting, his dues remitted, or action postponed to a definite Stated Meeting at which time, if his dues still remain unpaid or have not been reduced to less than two years in arrears, final action must be taken. (Must either be suspended or dues remitted).

FURTHER ACTION BY SECRETARY

The Secretary, under seal of the Chapter, shall notify the member if suspended, his dues remitted, or that action has been postponed, stating the date on which final action will be taken if his indebtedness to the Chapter has not been cleared.

LIMITATION ON ACTION TO SUSPEND NON PAYMENT OF DUES

Suspensions for non-payment of dues at any other time in the year, or without notice when postponed, are unlawful and will be set aside.

ACTION MUST BE TAKEN AT STATED MEETING

Section 4: A Companion can be suspended or expelled only at a Stated Meeting of the Chapter.

RESTORATION OF SUSPENDED MEMBER

Section 5: A Companion who has been suspended for non-payment of dues is, on payment of the arrearages in dues owed to the Chapter, up to a total of two year's current dues, restored to good Masonic standing ipso facto. He may, without a petition, on motion, and payment of the correct year's dues, be restored to membership after due notice to the members, by a vote of two-thirds of the members present at any Stated Meeting.

RESTORATION OF RESIGNED MEMBER

Section 6: A Companion who has resigned from his Chapter may, without petition, on motion, be restored to membership therein after due notice to the members, by a vote of two-thirds of the members present at any Stated Meeting.

RESTORATION OF EXPELLED MEMBER OF CHAPTER

Section 7: A Companion who has been expelled from a Chapter and is desirous of being restored, must apply at a Stated Meeting to the Chapter of which he was last a member, when, if a majority of the members present shall so decide, the Chapter shall request Grand Chapter to remove the expulsion, stating the reasons for the request. The Companion may apply for membership, if and when it is removed, in the same manner and be subject to the same rules and regulations as apply to other petitioners for membership as set forth in Article XVI, Sections 2 and 5 except that mention of a copy of his Mark and Transfer certificate shall not apply.

RESTORATION OF EXPELLED MEMBER OF LODGE

Section 8: When a member of a Chapter has been expelled from his Lodge of Master Masons, and thereby, ipso facto, becomes expelled from his Chapter, and such expulsion shall be removed and the Companion is restored to good Masonic standing only, such removal of expulsion shall have no other effect than to restore him ipso facto to good Masonic standing in his Chapter, Status quo. Upon his affiliation with a recognized Lodge of Master Masons he may, by petition, apply to his Chapter for membership.

RESTORATION OF UNAFFILIATED MASTER MASON

Section 9: When a member of a Chapter who has been suspended or who has resigned (and remained unaffiliated for six months or more) from his Lodge of Master Masons and thereby became suspended ipso facto from his Chapter, shall become a member of a recognized Lodge of Master Masons, he shall ipso facto be restored to membership in his Chapter, status quo.

ARTICLE XX

CHAPTER CERTIFICATES

CONDITIONS OF ISSUE OF CERTIFICATE

Section 1: A proper Chapter Certificate shall be issued to a Companion, without action by the Chapter, and without charge, in the following instances:

- (a) Upon acceptance of resignation from his Chapter. (Form 7)
- (b) After suspension or expulsion and on being restored to good Masonic standing. (Form 9)
- (c) A member desiring to become a petitioner for a Warrant for a new Chapter. (Form 8)

A Chapter Certificate can be issued only to members or former members thereof, and must be signed by the Most Excellent High Priest, King and Scribe, under the seal of the Chapter, attested by the Secretary. The member to whom it is issued shall subscribe his name in full in the margin thereof.

CERTIFICATE OF PETITIONER FOR WARRANT

Section 2: When a member of a Subordinate Chapter desires to become a petitioner to Grand Chapter for a Warrant for a new Chapter, he shall apply in writing the Chapter of which he is a member, setting forth that he desires to become a petitioner for a Warrant for a new Chapter.

CHAPTER ACTION – PETITIONER FOR WARRANT

If there are no charges pending against the Companion, and all dues owing are paid in full, the Chapter shall immediately grant to said member a Certificate that he is in good Masonic standing, and that the Certificate is granted to enable the Companion to become a petitioner for a Warrant for a new Chapter. To the Certificate shall be attached a copy of the Mark of the Companion as recorded in the Book of Marks of the Chapter, and the date he was Marked.

DUTIES AND RIGHTS OF PETITIONER

If for any reason the Warrant for the new Chapter should not be granted, or for any other reason the Companion desires to continue his membership in the Chapter granting the Certificate, the Companion to whom the Certificate was granted shall return said Certificate, and until the Constitution of the new Chapter, he shall retain all rights and privileges of membership and be liable for dues.

ARTICLE XXI

COMPLAINTS AND APPEALS

WHO MAY MAKE COMPLAINT

Section 1: When a member of a Chapter is believed to be guilty of an offense for which he should be tried, any other member may complain to the Chapter of which the accused or aggressor is a member.

PREPARATION & PRESENTATION OF CHARGES

Section 2: When a charge or charges are made against a Companion, such must be in writing. Each charge must be specific, stating the matter complained of, and to each charge there must be added such special matter, in the nature of a specification, as will bring the subject complained of to the understanding of the Chapter, great care being taken that nothing is put in writing that violates the Landmarks of Freemasonry. After the charge or charges and specifications are prepared by an experienced Companion, and submitted to the District Deputy Grand High Priest for examination, the same shall be presented at a Stated Meeting of the Chapter and read by the Secretary.

REFERENCE TO TRIAL COMMITTEE

Section 3: A motion may then be made to refer the same to a Committee of three members to report if a trial is necessary. If, however, the Chapter deems it best, a majority vote shall cause said charge or charges and specification to be sent to a Committee of five members to try the Companion on the same. In each case, the Most Excellent High Priest shall appoint the Committee, the first named of which shall be the Chairman. The trial shall be conducted as set forth in the following sections of this Article.

DUTIES OF TRIAL COMMITTEE

Section 4: A Committee appointed to try any charge or charges against a Companion shall appoint a secretary, who shall keep full and accurate minutes of its proceedings, obtain from the Secretary of the Chapter the charge or charges and specifications, and be responsible to the Chapter for the safekeeping of the original papers obtained by him, or entrusted to his care. The Chairman shall fix a time for the meeting of the Committee, naming the day and hour when, and the place where, it will meet.

ISSUE OF SUMMONS

Section 5: The Most Excellent High Priest shall then issue a summons, under the seal of the Chapter, attested by the Secretary, notifying the Companion that a charge or charges (a true and correct copy of which, under the seal of the Chapter, shall accompany the summons), have been preferred against him, filed in the Chapter, and referred for trial to a Committee composed of five Companions, whose names shall be given, and summoning him to appear before said

Committee at the time and place designated in the summons, to make answer to said charge or charges and specifications, and proceed with the trial thereof.

SERVING TO SUMMONS

Section 6: The summons shall be served on the Companion accused, by the hand of a Companion, by delivering the same to him personally, if he can be found, not less than ten days before the meeting of the Committee; or if he cannot be found, then by leaving the same at his place of residence, as recorded in the book kept by the Secretary of the Chapter of the places of residence of the members.

ACTION IF ACCUSED CANNOT BE FOUND

Section 7: If the accused Companion cannot be found, and has no place of residence that is known, then the Companion selected to serve said summons and copy of charge or charges and specifications shall make a written statement of these facts, and present the same to the Committee at its meeting as aforesaid. The Committee shall then adjourn to another day, and take such measures to have said summons and copy served on the said accused Companion as will enable it to have lawful Masonic information that said summons and copy were served.

If at that meeting all reasonable efforts to serve such summons and copy have failed, and no one appears to represent the said accused Companion, the Committee shall take all the testimony offered to sustain the charge or charges and specifications and make thereon a report at a Stated Meeting of the Chapter; whereupon the Chapter may either proceed to act on such report, or postpone action to a Stated Meeting to be fixed by the Chapter.

FURTHER ACTION IF ACCUSED CAN NOT BE FOUND

Section 8: If, in the meantime, no information has been received as to the place of residence of the accused Companion, and there is no reasonable assurance that he can be served with notice, the Chapter shall proceed to act on the report; provided at least two Stated Meetings of the Chapter have been held between the meeting at which the Committee to try the Companion was appointed and the Stated Meeting at which final action is had on the report and findings to the Committee.

PROCEEDINGS WHEN ACCUSED IS SERVED

Section 9: If the accused Companion is served with said summons and the copy of the charge or charges and specifications, as above provided, and the said Companion appears at the meeting of the said Committee and presents good ground for delay, the Committee may postpone further action to a day, hour and place certain, of which the said Companion asking for delay shall in writing accept notice, to be filed with the secretary of the Committee. Notice of the adjourned meeting shall be given to all parties and witnesses then known to the Committee. The secretary of the Committee shall make full and accurate minutes of all these proceedings.

COMMITTEE HEARING

Section 10: At the next meeting of the Committee, the parties having been notified under the seal of the Chapter, attested by the Secretary, as each and every notice must be attested, both as to the day, hour, and place where the said Committee will meet, the Committee shall proceed to hear all the witnesses for the complainant and for the accused Companion, and reduce their testimony to writing, to be signed by the witnesses.

WITNESSES

Section 11: If persons who are not Freemasons are examined as witnesses, their testimony must be taken by depositions, before an officer authorized by law or appointed by the Committee. Companions testify on their obligations as Freemasons, and others upon oath or affirmation.

FURTHER ACTION BY COMMITTEE

Section 12: After hearing all that may be said by the parties, or a Royal Arch Mason representing either or any of them, each party being allowed a Companion Royal Arch Mason to be present to advise him or them, the Committee shall convene privately, and find as to the said charge or charges and specifications and report their finding to the Chapter.

REPORT OF COMMITTEE & RESOLUTION

Section 13: The report of the Committee must conclude with a resolution finding the charge or charges and specifications proved or not proved, or proved as to part of the charges and not proved as to the others, specifying the same.

ACCUSED TO BE NOTIFIED WHEN REPORT IS TO BE MADE

Section 14: The accused Companion shall have notice of the Stated Meeting at which the report is to be made to the Chapter, under seal of the Chapter, attested by the Secretary, and he may be present at such meeting, and shall have the privilege of addressing the Chapter in the case, but shall retire there from before action is had.

RIGHTS OF ACCUSED REGARDING EVIDENCE

Section 15: In case the accused Companion or the complainant shall feel aggrieved by the admission of improper evidence or the rejection of proper evidence, he may at the time take exception to the ruling of the Committee (which ruling and exception shall be entered on the minutes of the Committee), and may briefly present his exception to the ruling of the Committee and the ground of his objection, which is first to be considered. If the action of the Committee is reversed, the case shall, without vote, be referred back to the Committee for further consideration. In acting upon exceptions, each party may be heard briefly, but general debate shall not be permitted. If the exceptions are not sustained, the Chapter shall proceed to act upon the report.

ACTION OF CHAPTER AFTER REPORT

Section 16: At such Stated Meeting the Committee shall make its report, and then the Chapter shall act upon the same as it may deem proper, either at that meeting or the next Stated Meeting. No further postponement is lawful.

If the resolution of the Committee is rejected in whole or in part or adopted in whole or in part, the Chapter must by resolution accurately set forth its action thereon.

PENALTY FOR CHARGES PROVED

Section 17: The penalty to be inflicted for Masonic offenses is suspension or expulsion absolutely, and not for any specified period.

DISPOSITION OF RECORDS

Section 18: When the Chapter has finally acted upon the case, the secretary of the Committee shall hand to the Secretary of the Chapter the minutes of the Committee, copies of the summonses, all of the notices served on the Companion, and all the original papers entrusted to him.

NOTICE MUST BE GIVEN OF FINAL ACTION – RIGHT OF APPEAL

Section 19: The accused Companion must be informed by the Most Excellent High Priest in writing, under the seal of the Chapter, attested by the Secretary, of the final action of the Chapter in his case, from which he may appeal to Grand Chapter within six months thereafter; and any member of the Chapter or Companion who believes that a wrong has been done to the interests of Freemasonry by the action of the Chapter, may likewise appeal to Grand Chapter within six months thereafter.

DUTY OF SECRETARY IF APPEAL IS TAKEN

Section 20: If an appeal shall be taken from, or a complaint made of the action of any Chapter, the Secretary shall promptly transmit to Grand Chapter copies of the records and papers pertaining thereto.

FORM OF APPEAL

Section 21: The form of appeals in all cases shall be as per Forms Nos. 29, 30, 31, as the case may be, and shall be filed with the Most Excellent Grand Secretary within the time prescribed in Section 19 of this Article. Within thirty days after the notice of the filing thereof, all papers or such as may be necessary in the case shall be filed therewith as follows:

- (a) Copy of the original charge or charges and specifications;
- (b) Copy of the minutes showing the action of the Chapter thereon;
- (c) Copy of the minutes showing the proceedings of the Chapter, as to the trial of the said charge or charges, and the appointment of the Committee;
- (d) Copy of all the summonses and all notices sent to, or served on, the parties;

- (e) Copy of the notice to witnesses, with the names of the witnesses;
- (f) Copy of the minutes of the proceedings of the Committee appointed to try the charge or charges; the testimony of the witnesses; and the report of the Committee, with the resolution attached thereto;
- (g) Copy of the minutes of the Chapter showing the action of the Chapter on the resolution of the Committee;
- (h) Copy of a proposed By-Laws or amendment thereto, and the action of the Committee on By-Laws thereon;
- (i) The appeal, stating specifically the grounds upon which it is made;
- (j) The certificate of the Secretary of the Chapter, under its seal, that the said copies are true and correct.

SECRETARY TO PROVIDE COPIES

Section 22: The copies required by Section 21 of this Article shall be prepared by the Secretary of the Chapter by direction of the Most Excellent High Priest. A neglect or refusal to furnish the same within thirty days shall be sufficient cause for the reversal of the proceedings of such Chapter in cases where the appeal is from action of the Chapter. For the extra service of the Secretary in preparing the said exhibits, the Chapter may compensate him as it shall deem proper.

MASONIC JURISPRUDENCE – WHEN INVOLVED

Section 23: If questions of Masonic Jurisprudence alone are involved in the appeal, the appeal and the papers which are to be made part of the exhibit shall be sufficient; otherwise, additional testimony, papers or minutes may be required.

ADDITIONAL TESTIMONY – WHEN REQUIRED

Section 24: If the appeal is found to be a case which needs additional testimony, the Committee on Appeals of Grand Chapter may make such an order therefore, as in its judgment will best serve the ends of Masonic Law, right and justice. It is, however, deemed better to omit taking testimony if the Committee on Appeals can arrive at a clear understanding of the facts from the record and the undisputed statements of the parties.

ALL MAY BE REPRESENTED BEFORE COMMITTEE OF APPEALS

Section 25: The appellant, the Chapter, the complainant and such other parties as the case shall require, may be represented before the Committee on Appeals by any Royal Arch Mason.

REPORT OF COMMITTEE ON APPEALS

Section 26: The report of the Committee on Appeals shall be presented to Grand Chapter at the next Communication after it has been prepared.

ARTICLE XXII

VISITORS

HOW ADMITTED

Section 1: A visitor unknown to the Most Excellent High Priest may be admitted to a Chapter on the voucher of a Companion present, or after examination. Visitors known to the Most Excellent High Priest may be admitted by him at his pleasure.

RIGHT OF GRAND CHAPTER OFFICERS TO VISIT

Section 2: The Most Excellent Grand High Priest, the Elective Officers of Grand Chapter, and Most Excellent Past Grand High Priests shall have the right to visit a Chapter at any of its meetings, and must be admitted at their pleasure.

RIGHT OF DISTRICT DEPUTIES TO VISIT

Section 3: The District Deputy Grand High Priest shall have the right to visit any Chapter in his District at any of its meetings, and must be admitted at his pleasure.

Section 4: District Deputy Grand High Priest may visit any Chapters outside his District if he first obtains permission from the respective District Deputy Grand High Priest of the District the Chapter is located. All District Deputy Grand High Priest may visit any Chapter if he accompanies the Most Excellent Grand High Priest without prior approval.

ARTICLE XXIII

GENERAL RULES

APPLY TO MARK MASTER MASON LODGE

Section 1: All powers, privileges and restrictions hereinbefore contained, referring to Chapters, Most Excellent High Priest, other officers and Royal Arch Masons, shall be applied to and govern, as far as they can be made applicable, to Lodges of Mark Master Masons, and Masters, Wardens, officers and members of such Lodges with the same effect as if they had been specifically designated herein.

CONFLICTING LAWS REPEALED

Section 2: All laws, rules, regulations, edicts or decisions heretofore in force, which conflict with this Constitution, shall be and the same are hereby repealed and declared null and void.

ARTICLE XXIV

SEAL

Section 1: The Following is a representation of the seal of Grand Chapter:



ARTICLE XXV

AMENDMENTS

CONSTITUTION – HOW AMENDED

Section 1: No amendment or alteration of this Constitution shall be made unless proposed in writing at a Communication of Grand Chapter, and acted upon at the Communication in December next following; nor then unless previous notice has been forwarded to the Subordinate Chapters and Mark Lodges of such proposed amendments or alterations. A majority of the members present in Grand Chapter and voting shall be sufficient to approve or reject.

REGULATIONS – HOW AMENDED

Section 2: Amendments and alterations to any Regulation adopted by Grand Chapter may be made if proposed in writing, at any Communication and laid over until the next Communication of Grand Chapter. Notice of such proposed amendment or alteration is to be given with the notice of the Communication at which it is to be acted upon. A majority of the members present in Grand Chapter and voting shall be sufficient to approve or reject.