



Provincial Grand Chapter

**ANNUAL CONVOCATION.- ACTING RANKS ATTENDING
1st September, 2011.**

Will you please note:

1. Provincial Grand Chapter will be opened at 3.30 pm. but you should not enter the temple until you have signed the signature sheets for '**NEWLY APPOINTED ACTING PROVINCIAL GRAND OFFICERS**' located in the past Grand Officers room.
2. You should report to the Past Grand Officers room before 2.30pm. This room is reached from the Great Queen Street entrance of Freemasons' Hall and is on the first floor on the right near the **BEGINNING OF THE PROCESSIONAL CORRIDOR**. Look for the **WHITE SIGN** saying **NEWLY APPOINTED ACTING PROVINCIAL GRAND OFFICERS**.
3. There will be a **separate signature sheet** for companions who are to be appointed to **ACTING RANK**. You should sign against your name. The lists are in **RANK** order. Upon receipt of a **deposit of £20.00 the Acting jewel of your Office will be loaned to you for one year**. Cheques should be made payable to the '**Provincial Grand Chapter of Essex**', and given to the scrutineer in charge on the day. (Does not apply to re-appointed officers)
4. Having signed, you will be given a numbered ticket. This will admit you to the Temple and **SHOULD BE GIVEN** to one of the ADCs on duty who will show you to a correspondingly numbered seat. Please make sure you occupy **THAT SEAT AND NO OTHER**.
5. Provincial apron without collar to be worn.
6. Collars of Acting Rank will be loaned for Investiture and must be returned **PERSONALLY** to the Provincial Grand Tyler or his Assistant immediately after the CONVOCATION.

RE-APPOINTED STEWARDS WILL SIGN IN UNDER ACTING OFFICERS FOR THE YEAR AND WILL STAND AND COURT BOW WHEN THE RE-APPOINTED OFFICERS NAMES ARE READ.

**PLEASE BRING ALL CORRESPONDENCE WITH YOU.
COMPANIONS INTENDING TO DINE, WHO HAVE NOT ALREADY BOOKED,
ARE REQUESTED TO MAKE APPLICATION AS SOON AS POSSIBLE.**

ANNUAL CONVOCATION- PROMOTIONS AND PAST RANKS ATTENDING

1st September, 2011.

Will you please note:

1. Provincial Grand Chapter will be opened at 3.30 p.m. but you should not enter the temple until you have reported to the '**Officers to be invested**' site located in the past Grand Officers room.
2. You should report to the Past Grand Officers room **before 14.15** . This room is reached from the Great Queen Street entrance of Freemasons' Hall and is on the first floor on the right near the **middle** of the Processional Corridor.
3. There will be three checking in areas for brethren who are to be invested. You should report to the one appropriate to the **first letter of your surname**. You will **not** be required to sign your name as your ticket number will signify your attendance.
4. Having checked in, you will be given a numbered ticket. This will admit you to the Temple and **SHOULD BE GIVEN** to one of the ADCs on duty who will show you to a correspondingly numbered seat. Please make sure you occupy **THAT SEAT AND NO OTHER**.
5. Provincial apron with collar to be worn.

PLEASE BRING ALL CORRESPONDENCE WITH YOU.

**COMPANIONS INTENDING TO DINE, WHO HAVE NOT ALREADY BOOKED,
ARE REQUESTED TO MAKE APPLICATION AS SOON AS POSSIBLE.**

ANNUAL CONVOCATION –UNABLE TO ATTEND

1st September 2011

Your acceptance of the appointment has been noted; also that you will not be present to be invested.

Will you please note:

- 1 The Grand Superintendent is sorry that on this occasion you are unable to attend the Annual CONVOCATION of Provincial Grand Chapter for investiture but has directed that the regalia of your new rank may be worn from 2nd September 2011.