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| District Deputy Name: |       |  Phone: |       |  District: |     |  |
| Chapter Name: |       | Number: |       |  | Date of Visit: |       |  |
| Chapter Address: |       | City: |       |  | ZIP: |       |  |
| High Priest: |       | Stated Convocation Day of the Month: |       |  |
| High Priest’s Address: |       | City: |       | ZIP: |       |  |
| Secretary: |       | Stated Convocation Time of the Day: |       |  |  |  |
| Secretary’s Address: |       | City: |       |  | ZIP: |       |  |
| Are Stated Convocations held jointly with any other body? Yes |  [ ]  |  No |  [ ]  | If so, which one(s)? |       |  |
|  |       |  |
| **MEMBERSHIP** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Programme Chairman: |       | Telephone No.: |       |  |
|  |  |  |  |  |  | This Year | Last Year | Change |  |  |  |  |  |  |  |  |
|  | Dues-Paying Companions |       |       | 0 |  |  |  |  |  |  |  |  |
|  | Life Members |       |       | 0 |  |  |  |  |  |  |  |  |
|  | Per Capita Life Members |       |       | 0 |  |  |  |  |  |  |  |  |
|  | Fifty-Year Companions |       |       | 0 |  |  |  |  |  |  |  |  |
|  | Dual-Membership Companions | 0 | 0 | 0 |  |  |  |  |  |  |  |  |
|  | Total: | 0 | 0 | 0 |  |  |  |  |  |  |  |  |
|  | Companions 1 year in arrears: |       |  | Two years: |       | Three or more years: |       |  | Why not suspended? |  |
|  |       |  |
| **ASSETS** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Treasurer: |       | Telephone No. |       | Last Audit: |       |  |
|  | Finance/Audit Committee | Name |  |  |  |  |  |  |  |  | Telephone Number |  |  |  |  |  |  |
|  | Companion |       |       |  |  |  |  |
|  | Companion |       |       |  |  |  |  |
|  | Companion |       |       |  |  |  |  |
|  |  |  |  |  | Location | Account Number | Balance/Value |  |
|  | Chequing Accounts |       |       |       |  |
|  |  |       |       |       |  |
|  | Savings Accounts |       |       |       |  |
|  |  |       |       |       |  |
|  | Other       |       |       |       |  |
|  |       |       |       |       |  |
|  |       |       |       |       |  |
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|  |       |       |       |       |  |
|  | Total: | $0.00 |  |
|  |  |  |  | Change From Last Year: | $0.00 |       |  | Last Year: |       |  |
|  | Annual Dues: |       | Fees: |       | Life Membership Fee: |       | Monthly Rent: |       |  |
| **ACTIVITIES** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Event | No. Scheduled | No. Held | No. Officers Present |  |  |  |  |  |  |  |  |
|  | Stated Convocations |       |       |       |  |  |  |  |  |  |  |  |
|  | Special Convocations |       |       |       |  |  |  |  |  |  |  |  |
|  | Social (Describe) |  |  |  | Open or Tiled? |  |  |  |  |  |  |  |
|  |       |       |       |       |  |  |  |  |  |  |  |  |
|  |       |       |       |       |  |  |  |  |  |  |  |  |
|  |       |       |       |       |  |  |  |  |  |  |  |  |
|  |       |       |       |       |  |  |  |  |  |  |  |  |
|  | Does the chapter send a publication to the membership? | [ ]  | If so, how often? |       | times per annum |  |  |  |  |
|  | Number of dais officers present at most recent Grand Convocation: |   | in person; |   | by proxy |  |  |  |  |

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| **DEPUTY’S VISIT** |  |  |  |  |  |  |  |  |  |  |  |  |  Chapter No.  |
|  | Officers Present (check those who were present in their stations) |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | Excellent High Priest | [ ]  |  |  | Master of the 3rd Veil | [ ]  |  |  |  |  |  |  |  |  |  |  |
|  |  | King | [ ]  |  |  | Master of the 2nd Veil | [ ]  |  |  |  |  |  |  |  |  |  |  |
|  |  | Scribe | [ ]  |  |  | Master of the 1st Veil | [ ]  |  |  |  |  |  |  |  |  |  |  |
|  |  | Treasurer | [ ]  |  |  | Steward | [ ]  |  |  |  |  |  |  |  |  |  |  |
|  |  | Secretary | [ ]  |  |  | Sentinel | [ ]  |  |  |  |  |  |  |  |  |  |  |
|  |  | Chaplain | [ ]  |  |  | Organist/Musician | [ ]  |  |  |  |  |  |  |  |  |  |  |
|  |  | Captain of the Host | [ ]  |  |  | other officer | [ ]  |       |  |  |  |
|  |  | Principal Sojourner | [ ]  |  |  | other officer | [ ]  |       |  |  |  |
|  |  | Royal Arch Captain | [ ]  |  |  | non-officer companions |       |  |  |  |  |  |  |  |  |
|  | Opened in proper form? | [ ]  |  | Without ritual books? | [ ]  |  | Formally received? | [ ]  |  | Without ritual books? | [ ]  |  |
|  | Degrees conferred during official visit: | 4° | [ ]  |  | 5° | [ ]  |  | 6° | [ ]  |  | 7° | [ ]  |  | none | [ ]  |  |  |  |
|  | When are degrees scheduled? |  |       |  |  |  |       |  |  |
|  | Does chapter perform its own degree work? | 4° | [ ]  |  | 5° | [ ]  |  | 6° | [ ]  |  | 7° | [ ]  |  | no | [ ]  |  |  |
|  | Does the chapter have a plan to comply with the degree performance edict? |  | Yes | [ ]  |  | No | [ ]  |  | N/A | [ ]  |  |  |
| **PARAFPHERNALIA/REGALIA** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Item | Adequate Quantity | Condition(1=Poor; 5=Excellent) |  | Item | Adequate Quantity | Condition(1=Poor; 5=Excellent) |  |
|  | Triangular Altar | [ ]  |  |  | Cable-Tows | [ ]  |  |  |
|  | Great Lights & Delta | [ ]  |  |  | Keystone & Template | [ ]  |  |  |
|  | Chapter By-Laws | [ ]  |  |  | Wicket | [ ]  |  |  |
|  | Ritual Books | [ ]  |  |  | Arch | [ ]  |  |  |
|  | Swords & Scabbards | [ ]  |  |  | Ark | [ ]  |  |  |
|  | Jewels | [ ]  |  |  | Veils | [ ]  |  |  |
|  | Robes | [ ]  |  |  | Other | [ ]  |  |  |
|  | Describe any excess equipment that could be made available to others |  |  |
|  |       |  |
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| **SPECIFIC RECOMMENDATIONS FOR IMPROVEMENT – BE POSITIVE!** |  |  |  |  |  |  |  |  |  |
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|  |  |  |   |  |       |  |
|  | Signature of DDGHP |  | Printed Name of DDGHP |  | Date of Signature |  |