

REPORT OF OFFICIAL VISIT BY THE DISTRICT DEPUTY GRAND HIGH PRIEST

Chapter Name: _____ Chapter No. _____ District No. _____

PARTICIPATION:

1. Number of members? _____ Average attendance at meetings in the past 12 months?
2. Average length of meetings in the past 12 months?
3. The number of fraternal visits (Not the No. of members) made to other Chapters by your Chapter in the last 12 months?.....
4. Did the Chapter have a Scout Recognition program in the past 12 months? Yes - No
5. How many service projects did the Chapter sponsor in the past 12 months? (Meals on Wheels, Doctor Transportation, etc.).....
6. How many community events did the Chapter participate in over the past 12 months? (Sponsor a youth team in sports, 4-H program, Scholarship at schools, etc.)
7. How many Alzheimer's programs did the Chapter conduct in the past 12 months?

LEADERSHIP:

8. Is the High Priest a Past High Priest? Yes - No
9. Is the High Priest repeating from the immediate previous year? Yes - No
10. Does the Chapter have a Chapter Instructor of Work? Yes - No
11. Does the Chapter have a Chapter Educational Officer? Yes - No
12. Does the Chapter have a Blue Lodge Ambassador..... Yes - No
13. Does the Chapter have a Almoner? Yes - No

EDUCATION/MEMBERSHIP:

14. How many Officers/Members completed the Correspondence Courses in the past 12 months? None - One - Two - Three - More _____
15. How many line officers attended the William B. Millican Royal Arch School..... None - One - Two - Three - More _____
16. Did the DEO make a planned visit to the Chapter and present a program for the meeting?..... Yes - No
17. Has the Chapter implemented the "Program for Progress"? Yes - No
18. Does the Chapter conduct routine "Educational Schools"? Yes - No
19. Does the Chapter have an organized plan for obtaining "New" members"? Yes - No

FISCAL:

20. Does the Lodge have a budget? Yes - No If so, is there a Budget committee in place?..... Yes - No
21. How many members owe more than the current year's dues? _____
Has personal contact been made with the delinquent members by the High Priest or Secretary? Yes - No
22. Are the Treasurer's records up-to-date and do they balance with the audit report?..... Yes - No
23. As required by IRS law, did the Chapter file Form 990-N, Form 990-EZ, or Form 990 last year?..... Yes - No
24. Was the Audit Committee Report available and did the committee sign it?..... Yes - No
25. Was the Trustees' Report available and did the committee sign it? Yes - No
26. Are the current Trustees recorded with the Circuit Court? Yes - No
27. Does the Chapter own its building? Yes - No What is the condition of the building? Excellent - Good - Poor
28. Does the Chapter have Liability and Property Insurance on the facilities and furniture?..... Yes - No

RITUAL:

29. Can the Chapter confer "All" degrees? Yes - No
30. If No, which Degrees can be Conferred: MM - PM - RM - SM - MEM - RA
31. Can the Chapter deliver the lectures in all degrees? Yes - No
32. Does the Chapter have an adequate number of Catechism Coaches?..... Yes - No
33. Does the Chapter utilize the District Instructor of Work and/or Division Lecturer? Yes - No
34. Did the Chapter Confer the Degree of Past Master this year? Yes - No
If "yes," was it performed at a: Provisional Lodge or Royal Arch Chapter Date Conferred _____
35. Does the High Priest have a Certificate of Qualification? Yes - No
Certificate Number _____
36. Does the King have a Certificate of Qualification? Yes - No
Certificate Number _____

OTHER:

37. Are the minutes of the Chapter signed by the High Priest and Secretary up to the last meeting? Yes - No
38. Does the Chapter have a current copy of the "Digest of the Laws, Rules & Regulations of Grand Chapter"? Yes - No
39. Does the Chapter have a "List of Masonic Lodges"? Yes - No If so, what year is it?
40. **Supplementary Information – Over.**

Compiled by: _____ Secretary. Date _____

Submitted by: _____ District Deputy Grand High Priest. Date _____

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40. *Supplementary Information:*

[Lined area for writing supplementary information]

Due Date of Report (Mandatory):
10 Days after the Official Visit.

The completed form is to be mailed to the:
Grand Chapter Royal Arch Masons in Virginia, 500 Masonic Lane, Suite C, Henrico County, VA 23223-4916; or,
E-mailed to the Grand Secretary at: gsecgrac@comcast.net