

PROVINCIAL GRAND CHAPTER MEETING
INVESTITURE PROCEDURE
MARCH 2010

1. Companions are required to wear a dark suit or morning dress, an East Lancashire Festival / Provincial tie, [the Craft tie or a black tie is acceptable; other ties are not acceptable], Royal Arch clothing. **Please note that gloves should not be worn.**
2. Please enter King George's Hall, using the Northgate [side] Entrance and hand the enclosed attendance barcode card to a Steward on duty as you enter the Building. After registering please make your way upstairs to the main Hall.

Please Note:

- If you have difficulty in walking and / or ascending stairs, please enter King George's Hall, via the Blakey Moor [main] entrance, where assistance will be given.

***There is no disabled access via the Northgate entrance –
please use the Blakey Moor entrance where assistance will be given.***

- An additional cloakroom is provided for those Companions who are staying for the meal after the Meeting. This is located in the Windsor Suite, which can be accessed via the main entrance [Blakey Moor].
Stewards will be on duty to direct Companions where necessary.

Appointment to Acting / Past Rank

3. On entering Provincial Grand Chapter, if you are to be **appointed to acting rank, or are receiving your first appointment to a Past Rank**, you should **wear** your Apron and Sash, but **carry** the Collar with which you will be Invested. You should proceed to the East part of the Chapter Room, report to the registration Steward at the table situated on the left hand side of the centre of the stage and a numbered card will be handed to you. You will then be directed to your reserved seat, which is under the centre balcony.
4. If you are receiving an Acting rank then you will receive your Collar Jewel, from the Registration Steward. This Jewel should be worn at all times during your year of Office and should be returned irrespective of any Ceremony, by or on **Monday, 1 March 2011.**
You will then need to purchase and to wear a Past Jewel.

Promotion to Past Rank

5. On entering Provincial Grand Chapter, if you are to receive a **Promotion to past rank** you should **wear the Apron, Sash, Collar and jewel** of your new rank. You should proceed to the East part of the Chapter Room, and report to the registration Steward at the table situated on the floor adjacent to the centre of the stage, where a numbered card will be handed to you. You will then be directed to your reserved seat.
6. **YOU WILL BE REQUIRED TO ASCEND THE SIDE STEPS TO THE LEFT HAND SIDE OF THE STAGE TO RECEIVE YOUR HONOUR. IF DISABLED, OR HAVE DIFFICULTY IN EITHER ASCENDING OR DESCENDING STEPS, YOU SHOULD CONTACT THE HELP DESK, [0161 832 6256] AT THE PROVINCIAL OFFICE, AS SOON AS POSSIBLE.**

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7. I would remind you of the traditional etiquette / courtesy, whereby if you are unable to attend the Meeting, a letter of apology should be sent to the ME Grand Superintendent [c/o Mrs Susan O'Neill, Freemasons' Hall, Bridge Street, Manchester, M3 3BT], at the earliest opportunity.
You will, subject to your acceptance, be able to use your new rank **after** the meeting of Provincial Grand Chapter.
8. Please be in your seat by 2.30pm.
9. If, on the day, you are unable to attend the meeting, as a matter **urgency** and **courtesy**, please inform Provincial Office, **before 11.00 am.** [0161 832 6256].