

Provincial Grand Chapter of Somerset



GUIDELINES FOR PROVINCIAL TEAM AND FRATERNAL VISITS

The following guidelines will help you when the Provincial Team visits your Chapter. They are by no means complete and will probably have to be altered slightly to allow for local circumstances. They are intended only as an outline of what usually takes place.

The summons for the meeting should reflect the fact that the Provincial Team will be visiting your Chapter and the recommended notice should be:

The Chapter will be honoured by a visit of the M.E Grand Superintendent in and over the Province of Somerset E Comp accompanied by the Provincial Team. (There should be no mention of any other Provincial Officer by name)

The Exaltation Ceremony should be placed on the summons after the other business of the Chapter. The Grand Superintendent, together with his Team, will enter the Chapter after the Minutes and any Ballots have taken place. In other words they will enter only to perform the Exaltation. After the Exaltation has taken place the Grand Superintendent and his Team will leave unless there is a Supreme Grand Chapter Certificate to be presented, when it is customary to invite the 3rd Provincial Grand Principal to do this. This saves a crush in the Robing Room and at the Bar, leaving the Chapter only to close. If a Companion can be appointed to collect Alms from the Provincial Team on the way out that would be very acceptable.

At Festive Board it would be useful if Team Members were split up amongst the Chapter Companions. The Grand Superintendent will respond to his Toast, which must be proposed formally by the 1st Principal. There is no response to the Provincial Toast although it is proposed in the normal way.

There should be no extra cost to the Chapter as all members of the Team are expected to pay for their own meals. The Grand Superintendent however will be a formal guest of your Chapter.

Will you please arrange for a copy of your summons to be forwarded to the Provincial Assistant Grand Scribe Ezra about a month before the meeting by E Mail, so that he can distribute it to Team members. He is also responsible for informing you of the numbers attending and will arrange to collect all the Dining Fees from the Team members and to pass this onto your Treasurer.

Amended August 2022