

**CONSTITUTION**

ADOPTED FEBRUARY 7, 1805

We, the several CHAPTERS of ROYAL ARCH MASONS, created and established by the authority of the GRAND ROYAL ARCH CHAPTER of the State of New York, and being within the jurisdiction thereof, duly represented by our respective HIGH PRIESTS, KINGS and SCRIBES, or their PROXIES, fully empowered, in GRAND CHAPTER, at the city of Albany, duly convened on the seventh day of February, one thousand eight hundred and five, pursuant to the powers vested in us by the Constitution of the GENERAL GRAND ROYAL ARCH CHAPTER of the United States of America, for the purpose of ensuring good order, promoting harmony, and supporting brotherly union, advancing the interest of pure ancient Masonry, perpetuating and handing down to posterity its beneficial principles, for diffusing Masonic instruction, and inculcating good morals among the Craftsmen, and regulating their labors by one uniform standard, DO ORDAIN and DECLARE the following ARTICLES to be the CONSTITUTION of this GRAND CHAPTER, subject to no alteration or amendment, unless altered and amended as hereinafter described.

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The foregoing Preamble appeared as an introduction to the Constitution adopted in 1805, and appears herein for historical purposes.

## **CONTENTS**

### **ARTICLE I - THE GRAND CHAPTER**

- SECTION 101. Name  
102. Power and Authority  
103. Composition  
104. Permanent Members  
105. Trustees  
106. Elective Officers  
107. Appointed Officers  
108. Titles  
109. Eligibility to Office  
110. Officers - How Chosen  
111. Annual Convocations  
112. Installation of Officers  
113. Votes and Voters  
114. Proxies  
115. Pay of Officers, Permanent Members and  
Representatives  
116. Grand Council Officers  
117. Grand High Priest  
118. Deleted  
119. Grand King and Grand Scribe  
120. Succession in Office  
121. Grand Treasurer  
122. Grand Secretary  
123. Grand Lecturer  
124. Judge Advocate  
125. District Deputy Grand High Priest  
126. Grand Representatives  
127. Other Official Duties  
128. Vacancies in Office - How Filled  
129. Order of High Priesthood  
130. Necessity of Taking Order  
131. Conferral of Order - Dispensation  
132. Standing Committees

### **ARTICLE II - THE GRAND CHAPTER FUNDS & FOUNDATIONS**

- SECTION 201. The Permanent Fund  
202. Tuberculosis Relief Fund  
203. Royal Arch Mason Scholarship Fund  
204. Royal Arch Medical Research Foundation  
205. Royal Arch Mason Magazine

### **ARTICLE III - SUBORDINATE CHAPTERS**

- SECTION 301. Organization  
302. Formation of New Chapters  
303. Petitioners - New Chapters  
304. Powers of Chapters Under Dispensation  
305. New Chapters - Names  
306. Fee for Dispensation  
307. Who may be Petitioner  
308. New Chapters - By Whom and When Constituted  
309. Chapters - of Whom Composed  
310. Convocations  
311. Stated Convocations  
312. Special Convocations  
313. Chapters - Opened and Closed  
314. Removal for Degrees  
315. Quorum  
316. Who Presides in Chapter  
317. Officers - When and How Chosen  
318. Who May Vote  
319. Eligibility to Office  
320. Installation of Officers  
321. Failure to Elect and Install  
322. Vacancies in Office  
323. Vacancies - How Filled  
324. Removal of Chapter  
325. By-Laws  
326. Dimission and Withdrawal from Membership  
327. Dues and Assessments - Penalty for Non-Payment  
328. Annual Returns and Dues to Grand Chapter  
329. Chapters - How Dissolved  
330. Consolidation of Chapters  
331. Warrant - How Forfeited or Suspended  
332. Acts by which Warrant may be Forfeited  
333. Chapter Deprived of Warrant or Dispensation  
334. Restoration of Warrant  
335. Members of Defunct Chapters  
336. Members at Large  
337. Honorary Membership  
338. Right of Visit - Defined  
339. Chapter Seal and Books  
340. Summons  
341. Chapters of Study and Research

#### **ARTICLE IV - CANDIDATES**

- SECTION 401. Jurisdiction Over  
402. Qualification of Membership  
403. Qualification of Candidates  
404. Petitions for the Degrees  
405. Petitions for Affiliation--Plural Membership  
406. Petitions--When Received and Acted Upon  
407. Balloting on Petitions  
408. Rejected Petitions  
409. Objection to Advancement--New Ballot  
410. Rejected Applicants for Advancement  
411. Reconsideration of Ballot--When  
412. Candidate Failing to Appear

#### **ARTICLE V - CONFERRING DEGREES**

- SECTION 501. Standard Work  
502. Fees for Degrees  
503. Degrees Conferred Without Fee  
504. Chapter Must Always Be Opened First  
505. Past Master's Degree  
506. Substitutes  
507. Chapter may Confer Degrees for Each Other  
508. Time Between Degrees

#### **ARTICLE VI - DISCIPLINE**

- SECTION 601. Charges and Trials  
602. Charges Against High Priest  
603. Appeals  
604. Suspension or Expulsion by Lodge  
605. Unaffiliation or Non-affiliation by Lodge  
606. Restoration by Chapter from Suspension  
607. Restoration by Chapter from Expulsion  
608. Restoration by Grand Chapter  
609. Witnesses and Expenses of Trial  
610. Code of Procedure

#### **ARTICLE VII - AMENDMENTS AND RESOLUTIONS**

- SECTION 701. Action on Proposed Amendments  
702. Resolution Presented to Jurisprudence Committee  
703. Constitution of The Grand Lodge Shall Apply



**CONSTITUTION**  
**OF THE**  
**GRAND CHAPTER OF THE STATE**  
**OF NEW YORK,**  
**ROYAL ARCH MASONS**

Revised and Approved March 7, 1992  
Revised March 5, 2011

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**ARTICLE I.**

**THE GRAND CHAPTER**

**SECTION 101. - NAME**

The name of this Grand Chapter is "THE GRAND CHAPTER OF THE STATE OF NEW YORK, ROYAL ARCH MASONS".

**SECTION 102. - POWER AND AUTHORITY**

This Grand Chapter is a body of Royal Arch Masons in which is inalienably vested the government and superintendence of Capitular Masonry within the State of New York.

**SECTION 103. - COMPOSITION**

This Grand Chapter shall be composed of the Grand Officers, elected and appointed; the permanent members consisting of all Past Grand High Priests, Past Deputy Grand High Priests, Past Grand Kings, Past Grand Scribes, Past Grand Treasurers, and Past Grand Secretaries of this Grand Chapter; and the High Priest, King and Scribe of each Warranted Chapter, or the proxies of such officers duly appointed, working under the authority of this Grand Chapter. The termination of all Chapter membership within this jurisdiction shall vacate simultaneously therewith membership in this Grand Chapter.

**SECTION 104. - PERMANENT MEMBERS**

The Permanent Members of this Grand Chapter shall consist of the elected Grand Chapter Officers, Past Grand High Priests, Past Deputy Grand High Priests, Past Grand Kings, Past Grand Scribes, Past Grand Treasurers and Past Grand Secretaries.

**SECTION 105. - TRUSTEES**

The Trustees of the Grand Chapter shall consist of five persons each of whom shall be a member of a Chapter under the authority and jurisdiction of the Grand Chapter of the State of New York, Royal Arch Masons, and each of whom shall be a resident of the State of New York. No officer of the Grand Chapter shall be eligible to hold the office of Trustee and no Trustee of the Grand Chapter shall be eligible to any office in the Grand Chapter. If any Trustee shall cease to be a resident of the State of New York, or shall cease to be a member of a Chapter under the authority and jurisdiction of the Grand Chapter of the State of New York, his office as Trustee shall terminate immediately, therewith, and be deemed vacant accordingly. The Trustees shall be nominated and elected at Annual Convocations of the Grand Chapter as vacancies may occur, to serve for a term of five years from the date of election. At each Annual Convocation of the Grand Chapter, a Trustee or Trustees shall be nominated and elected to fill any vacancy or vacancies as may occur by expiration of term. Should a vacancy occur in the office of Trustee for any cause other than the expiration of term, such vacancy shall be filled by appointment by the Grand High Priest, or the alternate officer acting in the presiding officer's place and stead. Such Trustee shall hold office until the next Annual Convocation of the Grand Chapter, at which time a Trustee shall be duly nominated and elected to fill the balance of the unexpired term.

**SECTION 106. - ELECTIVE OFFICERS**

The Elected Officers of this Grand Chapter shall be:

Grand High Priest  
Grand King  
Grand Scribe  
Grand Treasurer  
Grand Secretary

**SECTION 107. - APPOINTED OFFICERS**

The Appointed Officers of this Grand Chapter shall be:

Assistant Grand Treasurer  
Assistant Grand Secretary  
Grand Chaplains, not to exceed seven  
Grand Captain of the Host  
Grand Principal Sojourner  
Grand Royal Arch Captain  
Grand Master of the Third Veil  
Grand Master of the Second Veil  
Grand Master of the First Veil  
Judge Advocate  
Grand Lecturer  
Grand Sentinel  
District Deputies Grand High Priest  
Grand Musician, not to exceed five  
Grand Historian

**SECTION 108. - TITLES**

108.1 The title of Grand High Priest is Most Excellent.

108.2 The title of all other Elected and Appointed Grand Officers is Right Excellent.

108.3 All Grand Officers shall retain the highest title acquired by them after the expiration of their office. In the event that an appointed Grand Officer shall be removed from his appointed Office by the Grand High Priest for his failure to perform the duties thereof or for other cause, the Grand High Priest may, at his discretion, revoke any title obtained by the Companion as a result of his appointment, and his rank and title shall revert to that which he held prior to such appointment.

**SECTION 109. - ELIGIBILITY TO OFFICE**

109.1 None but High Priests or Past High Priests shall be eligible to any office in this Grand Chapter, except that of Grand Chaplain, Grand Sentinel, Grand Organist and Grand Historian.

109.2 An Officer is not eligible to hold another office (exclusive of committees) in this Grand Chapter or in any other Grand Chapter of Royal Arch Masons concurrently.

109.3 All Officers of this Grand Chapter shall be members of a subordinate chapter within this jurisdiction.

**SECTION 110. OFFICERS - HOW CHOSEN**

110.1 The Elected Officers of this Grand Chapter shall be chosen at each Annual Convocation, by a majority ballot of all the valid votes cast.

110.2 The Appointed Officers shall be selected by the Grand High Priest and hold office at his pleasure.

**SECTION 111. - ANNUAL CONVOCATION**

111.1 The Annual Convocation of this Grand Chapter shall be held on the first Friday in March.

111.2 The Annual Convocation shall be held at such place as may be fixed by a majority vote of the Permanent Members present at a duly summoned meeting of not less than ten (10) days notice.

111.3 The representatives of nine chapters and at least one of the first three elective Grand Officers shall constitute a quorum.

111.4 None but members of Grand Chapter, Past or Present Grand Officers and Representatives of other recognized Grand Chapters shall be permitted to attend the Convocation of Grand Chapter or to sit as a visitor in Grand Chapter, without the consent of the members present.

**SECTION 112. - INSTALLATION OF OFFICERS**

The installation of the officers of this Grand Chapter shall take place during the Annual Convocation at which they are elected or appointed.

**SECTION 113. - VOTES AND VOTERS**

Each officer and permanent member of the Grand Chapter shall be entitled to one (1) vote. Each Chapter shall be entitled to three (3) votes for the first fifty (50) members or less thereof and one (1) additional vote for each additional fifty (50) members or part thereof. Each representative of a Chapter present, or his proxy, shall be entitled to cast one (1) vote. The other votes, if

any, to which the Chapter shall be entitled, shall be cast by the senior elective officer present. A Grand Officer or Permanent Member may act in the Grand Chapter as a representative of the Chapter of which he is a member and shall also be entitled to vote in his capacity as a Grand Officer.

**SECTION 114. - PROXIES**

Each Warranted Chapter within this Grand Jurisdiction shall be entitled to be represented in this Grand Chapter by its High Priest, King and Scribe, in person or by proxy. In the event that any one or more of the prescribed Chapter Officers shall be unable to attend a convocation of the Grand Chapter, the Chapter may elect any member of the Chapter to act as such proxy. If the Chapter should fail or omit to do so, the High Priest, or acting High Priest, may appoint such proxies. A proxy shall be furnished with a Certificate of Appointment over the signature of the High Priest, attested to by the Secretary, under the Seal of the Chapter which shall be filed with the Grand Secretary at the time of the Convocation.

**SECTION 115. - PAY OF OFFICERS, PERMANENT MEMBERS AND CHAPTER REPRESENTATIVES**

115.1 Each Grand Officer and Permanent Member attending the Annual Convocation of this Grand Chapter is entitled to receive from its funds a mileage allowance to and from the location of his Chapter at a rate to be determined by a majority of the Grand Council as well as five dollars (\$5.00) per day not to exceed two days.

115.2 The Senior elective representative, or, in the absence of all the elective representatives, the proxy of the senior representative present from each Chapter within this jurisdiction shall be entitled to the same pay as specified in the foregoing sections, unless he shall also be a Grand Officer or a Permanent Member of this Grand Chapter.

115.3 Grand Officers, Permanent Members or Chapter Representatives shall be entitled to receive pay provided the dues of their Chapters are fully paid and the annual return of their Chapter is in the hands of the Grand Secretary three (3) weeks before the Annual Convocation.

115.4 Grand Representatives shall not be entitled to receive any mileage or per diem allowance.

**SECTION 116. - GRAND COUNCIL OFFICERS**

The Grand Council Shall Consist of:

Grand High Priest  
Grand King  
Grand Scribe

**SECTION 117. - GRAND HIGH PRIEST**

The Grand High Priest shall exercise all the executive and judicial functions of this Grand Chapter during its recess and shall, at each Annual Convocation, communicate in writing a statement of his official acts during such recess and recommend such measures as he may deem expedient.

**SECTION 118. - DELETED**

**SECTION 119. - GRAND KING AND GRAND SCRIBE**

The Grand King and the Grand Scribe shall have such executive and administrative functions of this Grand Chapter as may be delegated to them by the Grand High Priest and such duties as may be imposed by this Constitution.

**SECTION 120. - SUCCESSION IN OFFICE**

In case of the death, absence or inability of the Grand High Priest, or a vacancy in his office, the Grand King and the Grand Scribe shall in order of rank succeed to his rights, prerogatives and duties for all purposes.

**SECTION 121. - GRAND TREASURER**

121.1 It shall be the duty of the Grand Treasurer to take charge of all funds (except the Permanent and Tuberculosis Relief Funds) and vouchers of this Grand Chapter and to deposit all funds of the Grand Chapter which shall be received by him in such depository or depositories as shall be approved by the Grand Chapter or the Grand Trustees. He is to pay all orders duly drawn by direction of the Grand Chapter or the Grand Trustees; to report annually to the Grand Chapter his receipts and disbursements by

item and the amount of monies in his hands; to pay and deliver at the expiration of his term to his successor in office, or such person as shall be designated by the Grand Chapter or the Grand Trustees, all monies, evidences of debt, books, writings and property of the Grand Chapter or the Grand Trustees under his control with all proper assignments, when necessary. He is to execute and file with the Grand Chapter or the Grand Trustees an official bond of a solvent fidelity or surety company authorized by the laws of the State of New York to transact business therein, in an amount to be fixed by the Grand Chapter or the Grand Trustees, conditioned to pay any loss sustained of money, funds or other personal property belonging to the Grand Chapter by any act or acts of fraud, dishonesty, forgery, theft, embezzlement, wrongful abstraction or willful misapplication of the Grand Treasurer. The bond shall be in such form that, if the premiums thereon shall be paid, the bond shall cover the period while the principal of the bond is the incumbent of the office of Grand Treasurer.

121.2 He shall receive for his services such compensation as the Grand Chapter may determine.

121.3 The Grand Treasurer and the Assistant Grand Treasurer shall perform such duties as may be delegated by the Grand High Priest.

**SECTION 122. - GRAND SECRETARY**

122.1 It shall be the duty of the Grand Secretary to record the transactions of the Grand Chapter; to keep a registry of members of subordinate Chapters; to receive, duly file and safely keep all papers and documents of the Grand Chapter; to sign and certify all instruments issued by authority of the Grand Chapter; to receive and keep a proper account of all monies of the Grand Chapter which shall be received by him and pay the same without delay to the Grand Treasurer and report the same by items to the Grand Chapter annually; to report the Chapters that have neglected to render proper returns of their elections, members and dues, and to conduct the correspondence of the Grand Chapter under the direction of the Grand High Priest. He shall also perform such other duties as may be imposed upon him by the Grand Chapter. He shall execute and file with the Grand Chapter or the Grand Trustees an official bond as a solvent fidelity or surety company authorized by the laws of the State of New York to transact business therein, in an amount to be fixed by the Grand Chapter or the Grand

Trustees, conditioned to pay any loss sustained of money, funds or other personal property belonging to the Grand Chapter by any act or acts of fraud, dishonesty, forgery, theft, embezzlement, wrongful abstraction or willful misapplication of the Grand Secretary. The bond shall be in such form that, if the premiums thereon shall be paid, the bond shall cover the period while the principal of the bond is the incumbent of the office of Grand Secretary.

122.2 He shall receive for his services such compensation as the Grand Chapter may determine.

**SECTION 123. - GRAND LECTURER**

123.1 The Grand Lecturer shall be a High Priest or Past High Priest of skill and learning in Capitular Masonry. He shall have the authority, subject to approval by the Grand High Priest, to appoint a competent Assistant Grand Lecturer in each Capitular District for the purpose of exemplifying the standard work of Capitular Masonry. He shall hold annual conventions for the exemplification of the standard work in each Capitular District.

123.2 Assistant Grand Lecturers, who shall not previously have been accorded the title of Right Excellent, shall receive the title of Very Excellent. In the event that an Assistant Grand Lecturer shall be removed from his Office by the Grand High Priest or by the Grand Lecturer for his failure to perform the duties thereof or for other cause the Grand High Priest may, at his discretion, revoke any title obtained by the Companion as a result of his appointment, and his rank and title shall revert to that which he held prior to such appointment. The Assistant Grand Lecturers shall perform such duties as are delegated to them by the Grand Lecturer.

123.3 The Grand Lecturer shall receive for his services such compensation as the Grand Chapter may determine.

123.4 Schools of Instruction in Royal Arch Masonry shall be under the control and supervision of the Grand Lecturer, subject to the approval of the Grand High Priest.

**SECTION 124. - JUDGE ADVOCATE**

The Grand High Priest shall appoint a Judge Advocate to serve during the pleasure of the Grand High Priest who shall be a

High Priest or Past High Priest, an attorney admitted to the New York State Bar, well versed and experienced in fraternal matters. The Judge Advocate shall be the legal advisor of the Grand High Priest with such duties as the Grand High Priest may prescribe.

**SECTION 125. - DISTRICT DEPUTY GRAND HIGH PRIEST**

125.1 The Grand High Priest shall appoint a District Deputy Grand High Priest for each Capitular District following the Annual Convocation of Grand Chapter who will serve at the pleasure of the Grand High Priest.

125.2 Every District Deputy Grand High Priest shall be well versed in the Standard Work of Capitular Masonry and in the customs and usages of the Craft. He shall be a Past High Priest and a member in good standing of some Chapter in the District for which he is appointed and shall receive a commission of his appointment signed by the Grand High Priest and attested to by the Grand Secretary.

125.3 The District Deputy Grand High Priest shall receive mileage and per diem to attend the Annual Convocation of Grand Chapter equal to that of the High Priest of the Chapter to which he belongs.

125.4 Each District Deputy Grand High Priest shall have the power and duty:

- a. To visit officially every Chapter in his District at least once a year and to deliver a message from the Grand High Priest.
- b. To examine all Chapter books and records and report all findings on forms furnished by the Grand Chapter to the Grand High Priest, Grand Secretary, and the Grand Chapter Officer appointed as supervisor for that District.
- c. To call at least two meetings per year in his District of all the present High Priests, Kings, Scribes and Secretaries for discussion of administrative and promotional ideas. The Grand Chapter

Officer appointed to the District shall preside at one of these meetings.

- d. The outgoing District Deputy shall turn over all records and materials to the incoming District Deputy following his installation.

#### **SECTION 126 - GRAND REPRESENTATIVES**

126.1 The Grand High Priest shall have the power to appoint Representatives of this Grand Chapter near other recognized Grand Chapters and to accredit Representatives of other recognized Grand Chapters near this Grand Chapter. No Companion shall be accredited as the Representative of more than one Grand Chapter.

126.2 The title of such Grand Representative is Right Excellent.

126.3 No Permanent Member or Grand Line Officer or District Deputy Grand High Priest of this Grand Jurisdiction shall be appointed a representative of other recognized Grand Chapters near this Grand Chapter. Should a Companion hold such an appointment at the time of becoming a member of the Grand Line, or of his appointment as District Deputy Grand High Priest, he shall immediately forward his resignation to the Grand High Priest in office.

#### **SECTION 127. - OTHER OFFICIAL DUTIES**

It shall be the duty of the officers of the Grand Chapter, in addition to the duties herein specifically mentioned, to perform such other duties as shall from time to time be directed by the Grand Chapter or the Grand High Priest.

#### **SECTION 128. - VACANCIES IN OFFICE - HOW FILLED**

Whenever a vacancy shall occur in any elected office, except as provided in Section 120, the Grand High Priest may appoint any Excellent Companion, qualified under this Constitution, to temporarily discharge the duties of the office until such vacancy shall be filled by election at the next Annual Convocation. Such appointments do not constitute Permanent Member status.

**SECTION 129. - ORDER OF HIGH PRIESTHOOD**

The control of the Order of High Priesthood is vested in the Grand Chapter. It is the imperative duty of every High Priest, after his election, to receive the Order which shall be conferred under the direction of the Grand Chapter on or before the first day of the Annual Convocation and without fee. None shall be present at such ceremony but regularly anointed High Priests.

**SECTION 130. - NECESSITY OF TAKING ORDER**

No High Priest shall be permitted to exercise any of the duties of his office after the Annual Convocation of the Grand Chapter, next succeeding his election, until he shall have received the Order of High Priesthood. No elected and installed High Priest who fails to receive the Order of High Priesthood shall be entitled to rank as a Past High Priest of his Chapter upon the expiration of the term for which he was elected to serve.

**SECTION 131. - CONFERRAL OF ORDER - DISPENSATION**

The Grand High Priest shall have power to grant a dispensation for the assembling of a Convention of not less than three duly anointed High Priests to confer the Order on the newly elected High Priest of a Chapter, under such restrictions and upon such conditions as said officers may deem proper to impose, but in all cases without fee.

**SECTION 132.- STANDING COMMITTEES**

At each Annual Convocation, the Grand High Priest shall appoint the following Standing Committees to serve as specified:

132.1 - COMMITTEE ON FINANCE AND ACCOUNTS

A Committee shall prepare the annual budget and oversee the general finances of the Grand Chapter, including the appropriation of funds, and have such other duties as the Grand High Priest may prescribe.

This Committee shall consist of five (5) Royal Arch members, one (1) of whom shall be a Past Grand High Priest. One (1) member shall be appointed each year by the Grand High Priest. The Grand Secretary, Grand Treasurer and Assistant Grand Treasurer will be Ex Officio members.

#### 132.2 - COMMITTEE ON BY-LAWS

A Committee of three (3) with the power to examine the existing By-Laws of all Chapters in this jurisdiction and report to the Grand High Priest changes therein to make them conform to the Constitution of Grand Chapter and to examine and approve all proposed By-Laws prior to their adoption by any Chapter, whether existing or under dispensation.

This Committee shall consist of three (3) Royal Arch members. One (1) member shall be appointed each year by the Grand High Priest.

#### 132.3 - COMMITTEE ON CREDENTIALS

This Committee shall cooperate with the Grand Secretary's Office in the preparation of registration materials for the Grand Chapter Convocation; conduct registration at the Grand Chapter Convocation and dispense such materials as the Grand High Priest or Grand Secretary may direct. The Chairman shall prepare and present a report of registered attendance and voting delegates at the Grand Chapter Convocation.

This Committee shall consist of five (5) Royal Arch members. One (1) member shall be appointed each year by the Grand High Priest.

#### 132.4 - COMMITTEE ON FRATERNAL CORRESPONDENCE

This Committee will review the proceedings of sister jurisdictions. The Committee will prepare and present to Grand Chapter a summary of proceedings reviewed, giving highlights, important statistics, outstanding programs or other items of interest to this Grand Chapter and have such other duties as the Grand High Priest may prescribe.

This Committee will consist of three (3) Royal Arch members. One (1) member will be appointed each year by the Grand High Priest.

#### 132.5 - COMMITTEE ON JURISPRUDENCE

This Committee will receive proposed Amendments to the Grand Chapter Constitution from individual Royal Arch Masons or Constituent Chapters and see that such items are in proper form for

presentation to Grand Chapter. The Committee will see that copies of such items as require advance consideration are distributed to Constituent Chapters in due time for consideration. The Committee will report to the Grand Chapter all new and pending items to be considered and have such other duties as the Grand High Priest may prescribe.

This Committee shall consist of five (5) Royal Arch members. One (1) member shall be appointed each year by the Grand High Priest.

#### 132.6 - COMMITTEE ON MASONIC EDUCATION AND SERVICE

This Committee shall prepare leadership materials for Chapter officers; sponsor and direct seminars for Chapter members and officers; review and update existing Masonic education materials; promote the use of the High Priest Workbook and the District Deputy Grand High Priest Handbook; assist the Grand Lecturer as may be required; promote the development of programs in the Constituent Chapters by encouragement, providing outlines and "how to" materials; and, through advancement of the Royal Arch Speakers Bureau, advertise and encourage participation in the Royal Arch Reading Course; advise Constituent Chapters on budgeting and financial accountability and assist Area Leaders in introducing programs and follow-up on projects.

This Committee shall consist of at least three (3) Royal Arch Members.

#### 132.7 - COMMITTEE ON RELIEF OF ROYAL ARCH MASONS & THEIR DEPENDENTS WITH DISEASES OF THE LUNGS.

This Committee will receive and act upon applications for assistance from the Fund, after the application has been approved by the applicant's Chapter. It will maintain a record of recipients and from time-to-time evaluate each case. It shall keep the Grand Treasurer and the Chairman of the Trustees informed of all recipients.

This Committee shall consist of five (5) Royal Arch members. One (1) member shall be appointed each year by the Grand High Priest.

#### 132.8 - CUSTODIANS OF THE WORK

This Committee will periodically review the ritual with the Grand Lecturer, make and publish necessary corrections, receive and consider ritual changes as submitted by individual Royal Arch Masons and Constituent Chapters and make recommendations to the Grand High Priest and Permanent Members such ritual changes as they deem necessary.

This Committee shall consist of five (5) Royal Arch members. One (1) member shall be appointed each year by the Grand High Priest.

#### 132.9 - COMMITTEE ON APPEALS AND GRIEVANCES

This Committee will receive, consider and act upon any appeals of decisions made. The Committee will receive, consider and act upon any grievance of a Royal Arch Companion.

This Committee shall consist of three (3) Royal Arch members. One (1) member shall be appointed each year by the Grand High Priest.

#### 132.10 - COMMITTEE ON ROYAL ARCH LIBRARY AND MUSEUM

This Committee will look after the Royal Arch Section of the Grand Lodge Library and Museum and make an annual report to Grand Chapter; solicit historical Royal Arch Mason artifacts for the Museum at Grand Lodge and the Masonic Home exhibit at Utica; prepare appropriate displays at the library and museum and assist the Education Committee in promoting the Royal Arch Reading Course.

This Committee shall consist of three (3) Royal Arch member. One (1) member shall be appointed each year by the Grand High Priest.

#### 132.11 - COMMITTEE ON ROYAL ARCH MASON SCHOLARSHIP FUND

This Committee will administer the award of scholarship aid in accordance with this Constitution and pursuant to any rules governing the award that Grand Chapter or the Permanent Members may from time to time establish and promote and encourage contributions to the Fund.

This Committee shall consist of five (5) Royal Arch members. One (1) member shall be appointed each year by the Grand High Priest.

132.12 - COMMITTEE ON INTERNATIONAL FOREIGN RELATIONS

This Committee will establish, maintain, promote and encourage international correspondence and Capitular relationships with foreign jurisdictions, recognized by the Grand Chapter, for the purpose of promoting Capitular unity, mutual understanding, Masonic cooperation and respect, and the furtherance of Capitular Masonry in the State of New York.

This Committee shall consist of at least three (3) Royal Arch Masons, to be appointed annually by the Grand High Priest.

132.13 - SPECIAL COMMITTEES.

In addition to the Standing Committees, the Grand High Priest may appoint Committees on:

Mileage and Per Diem  
Publicity and Publications  
Royal Arch Seals  
Youth  
Charities  
Other Committees as he may deem desirable.

**ARTICLE II.**

**THE GRAND CHAPTER**

**FUNDS & FOUNDATIONS**

**SECTION 201. - THE PERMANENT FUND**

The Permanent Fund of the Grand Chapter shall consist of the money now in such fund by vote of the Grand Chapter and such other monies as may hereafter be placed therein by act of the Trustees or by vote of the Grand Chapter. Such fund shall be in charge of the Trustees and shall be invested in such securities as may be approved by the Trustees. No part of the principal of such fund shall be withdrawn from such fund except by resolution of the Grand Chapter. Any such resolution, when proposed, shall lie over for action until the next Annual Convocation of the Grand Chapter. Notice of such proposed action shall be given to each subordinate Chapter. The income of such fund shall be available for the expenses of Grand Chapter. Such amounts as may be approved by the Trustees shall be periodically transferred by the Trustees to the Grand Treasurer.

**SECTION 202. - TUBERCULOSIS RELIEF FUND**

There shall be a separate fund known as the Tuberculosis Relief Fund of Grand Chapter. The Tuberculosis Relief Fund of Grand Chapter shall consist of the money and securities now in the Special Tuberculosis Relief Fund and such other monies and securities as may hereafter be placed therein or contributed thereto. Such fund shall be in charge of the Trustees and shall be invested in such securities as may be approved by the Trustees.

The income of such fund shall be devoted primarily to the work of Tuberculosis Relief and any excess of income not needed for such work in any year may be devoted to the work of relief from other chronic diseases of the lungs. If there be any excess of income in any one (1) year, such excess of income may be used for medical and scientific research for tuberculosis and chronic diseases of the lungs, including lung cancer. No part of the principal of such fund shall be withdrawn from such fund except by resolution of Grand Chapter. Any part of the principal withdrawn shall be devoted to the purposes enumerated herein for income and to no other purpose. Any resolution of Grand Chapter providing for

the withdrawal of any part of the principal of such fund, when proposed, shall lie over for action until the next Annual Convocation of Grand Chapter. Notice of such proposed action shall be given to each Subordinate Chapter. The income derived from such fund shall be made available for the aforesaid relief. For said purpose funds shall, from time to time, be transferred or paid out by the Trustees as the Grand Chapter may prescribe or direct.

**SECTION 203. - ROYAL ARCH MASON SCHOLARSHIP FUND**

There shall be a separate Fund known as the Royal Arch Mason Scholarship Fund of Grand Chapter. It shall consist of monies raised through voluntary contributions of Royal Arch Masons and any others who may desire to contribute along with any monies which may be placed therein by Grand Chapter. Such Fund shall be in the charge of the Trustees and shall be invested in such securities as may be approved by the Trustees. The income of such Fund, when of sufficient amount, shall be used to award scholarship aid to worthy Royal Arch Masons, their spouses children, grandchildren, and children and grandchildren of a current spouse of Royal Arch Masons of this Grand Chapter Jurisdiction who are or may be in attendance at institutions of higher learning. Should there be more applicants than monies available, awards will be based on requirements set by the Royal Arch Mason Scholarship Aid Fund Standing Committee. No part of the principal of such Fund shall be withdrawn from such Fund except by resolution of the Grand Chapter. Any part of the principal withdrawn shall be devoted to the work of such Scholarship Aid and to no other purpose. Any resolution of Grand Chapter providing for the withdrawal of any part of the principal of such Fund, when proposed, shall lie over for action until the next Annual Convocation of the Grand Chapter. Notice of such proposed action shall be given to each subordinate Chapter.

Any contribution or reimbursements received from or in connection with the distribution of Royal Arch Seals shall not be deemed or considered as principal Funds but, as received, will be immediately available and used for Scholarship Aid by and under the direction of the Scholarship Fund Committee of Grand Chapter.

**SECTION 204. - ROYAL ARCH MEDICAL RESEARCH FOUNDATION**

The certificate of incorporation of the Royal Arch Medical Research Foundation, Inc. was filed in the Department of State on March 23, 1976, under the Not-For-Profit Corporation Law.

204.1 The said corporation shall consist of not less than nine (9) nor more that fifteen (15) members.

204.2 Article I of the By Laws of the Royal Arch Medical Research Foundation, Inc. provides: "The corporation shall consist of not less than nine (9) nor more than fifteen (15) members who shall be nominated, elected or chosen in such manner and such number and for such period of time, and subject to such power of suspension and removal as is provided in the Constitutions of the Grand Chapter of the State of New York."

204.3 Nominations for membership must be made by the Grand High Priest or by a majority of the Foundation Members at the annual meeting of the Royal Arch Medical Research Foundation.

204.4 The elections of any nominees for membership shall be by a majority vote of the Grand Chapter at an Annual Convocation of the Grand Chapter.

204.5 The power to suspend or remove a member is reserved to the Grand Chapter.

204.6 The funds shall be subject to the control of this Grand Chapter and shall be used solely for the purposes delineated in the certificate of incorporation.

204.7 The foundation shall be run in strict accordance with the certificate of incorporation and by-laws.

204.8 Any questions as to the authority or acts of the Foundation shall be referred to and determined by the Judge Advocate, Jurisprudence Committee and Permanent Members.

#### **SECTION 205. - ROYAL ARCH MASON MAGAZINE**

Each member of every Chapter within the jurisdiction of this Grand Chapter, for as long as he shall remain such, shall be enrolled as a subscriber to the Royal Arch Mason Magazine. The cost thereof shall be borne by this Grand Chapter.

## ARTICLE III.

### **SUBORDINATE CHAPTERS**

#### **SECTION 301. - ORGANIZATION**

A Chapter can only be organized by the dispensation of the Grand High Priest or a Warrant from the Grand Chapter. In either case, organization depends upon the application of not less than nine (9) regular Royal Arch Masons.

#### **SECTION 302. - FORMATION OF NEW CHAPTERS**

No dispensation to form a Chapter shall be issued without the recommendation of the Chapter nearest to the place where such Chapter is to be held. Such recommendations shall only be made at a Stated Convocation to which members of the Chapter shall have been duly summoned to act on the petition for the proposed new Chapter. The petitioners, therefore, shall show that they are Royal Arch Masons and in good standing as such. No Warrant shall be issued until the Chapter shall have given proof of its skill by labor under dispensation and furnished a certificate from the nearest Chapter, or from the Grand Lecturer, of its ability to confer the degrees. A dispensation shall not be issued to form a Chapter within four (4) months next preceding the Annual Convocation of this Grand Chapter.

#### **SECTION 303. - PETITIONERS - NEW CHAPTERS**

The Petition to form a Chapter must show the present or last Chapter membership of each petitioner, each of whom shall have no indebtedness for annual dues to any Chapter to which he shall belong, including dues for the current year, and vouchers for such payment from each Chapter to which each petitioner shall belong must accompany the petition. The dimits of such petitioners as are not affiliated, or are members of Chapters beyond the jurisdiction of this Grand Chapter, must also accompany the petition for a dispensation to form a new Chapter.

#### **SECTION 304. - POWERS OF CHAPTERS UNDER DISPENSATION**

A Chapter under dispensation shall have the same powers as a Warranted Chapter, except: It shall not have the power to elect and install officers nor to be represented in Grand Chapter,

nor shall it be required to have a seal. The power of a Chapter under dispensation to confer degrees shall cease at its stated convocation next preceding St. John the Evangelist's Day after it shall have received such dispensation. All dispensations issued to form new Chapters shall terminate on that day.

**SECTION 305. - NEW CHAPTERS - NAMES**

No Warrant shall be granted to any Chapter by a name already borne by one of the Chapters within the jurisdiction of this Grand Chapter, nor until its By-laws shall have been approved by the Committee on By-laws.

**SECTION 306. - FEE FOR DISPENSATION**

The fee for a dispensation to form a Chapter shall be ninety dollars (\$90.00) which shall accompany the petition for the same. It shall also be accounted as payment in full for a Warrant if afterwards granted.

**SECTION 307. - WHO MAY BE PETITIONER**

Any Royal Arch Mason in good standing may be a petitioner for a dispensation to form a new Chapter, except a member of a Chapter Under Dispensation.

**SECTION 308.- NEW CHAPTERS - BY WHOM AND WHEN CONSTITUTED**

When a Warrant shall be issued to authorize the holding of a Chapter, such Chapter shall be duly constituted and its officers installed by the Grand High Priest, or his duly authorized proxy, previous to which ceremony no convocation of the Chapter can be legally held.

**SECTION 309 - CHAPTERS - OF WHOM COMPOSED**

A Chapter within this jurisdiction shall consist of:  
High Priest  
King  
Scribe  
Treasurer  
Secretary  
Chaplain  
Captain of the Host  
Principal Sojourner

Royal Arch Captain  
Master of the Third Veil  
Master of the Second Veil  
Master of the First Veil  
Sentinel

Together with as many members as may be convenient, congregating and working by virtue of a dispensation or Warrant from the Grand Chapter.

**SECTION 310.- CONVOCATIONS**

The Convocations of a Chapter shall be either Stated or Special.

**SECTION 311. - STATED CONVOCATIONS**

Stated Convocations shall be held on the days and at the time fixed in the By-laws of the Chapter, at which time all business of the Chapter must be transacted. In the event that the By-laws do not fix an hour of meeting, no business, other than the conferral of degrees, shall be transacted prior to 8:00 o'clock in the evening of the day fixed for the Convocation.

**SECTION 312. - SPECIAL CONVOCATIONS**

Special Convocations may be held at the pleasure of the High Priest, on due and timely notice to all of the members of the Chapter. Only such business and/or conferral of degrees, as set forth in the notice, may be transacted at a Special Convocation.

**SECTION 313. - CHAPTERS - OPENED AND CLOSED**

A Chapter shall be regularly opened and closed at each Convocation. Having been duly closed, the Chapter cannot again be reorganized or reopened on the same day; nor can a Chapter be called from labor to refreshment from one Convocation to another.

**SECTION 314. - REMOVAL FOR DEGREES**

Upon dispensation of the Grand High Priest, a Chapter may hold a Special Convocation in any Masonic Lodge Room, or place approved by the Grand High Priest, for the purpose of conferring the Mark Master Mason, Past Master, or Most Excellent Master. No other business shall be transacted at such Special Convocation. It

must be within the term of office of the Grand High Priest granting the dispensation.

**SECTION 315. - QUORUM**

No Chapter can be lawfully opened unless there are present at least nine (9) regular Royal Arch Masons, three (3) of whom must be members of the Chapter, including an Officer empowered to preside. No business shall be transacted at any Convocation unless there are present at least five (5) members of the Chapter.

**SECTION 316. - WHO PRESIDES IN CHAPTER**

316.1 The High Priest, when duly qualified, shall preside at the Convocations of the Chapter. In case of his absence the King or Scribe only shall, in order of rank, succeed him; no appeal to the Chapter can be taken from the decision of the High Priest, King or Scribe, while presiding.

316.2 Any High Priest or Past High Priest, upon invitation, may preside provided at least one (1) of the Council Officers is present.

**SECTION 317. - OFFICERS - WHEN AND HOW CHOSEN**

The High Priest, King, Scribe, Treasurer and Secretary shall be elected annually, by ballot, and by a majority of all the votes cast, at the Annual Convocation of the Chapter next preceding St. John the Evangelist's Day, December 27. Each member of the Chapter shall be duly summoned at least ten (10) days prior thereto. The remaining officers shall be appointed by the High Priest, effective immediately after his election, and shall serve during his pleasure.

**SECTION 318. - WHO MAY VOTE**

Every member in good standing shall be entitled to one (1) vote.

**SECTION 319. - ELIGIBILITY TO OFFICE**

Every member in good standing shall be eligible to any office in the Chapter, except that no member shall be High Priest of more than one (1) Chapter at the same time. A member is in good standing, when the Degrees of Mark Master, Past Master, Most Excellent Master and the Holy Royal Arch have been conferred upon him and he who does not at the time stand suspended or expelled.

**SECTION 320. - INSTALLATION OF OFFICERS**

The installation of the officers of a Chapter shall take place at the time of election, or at or before the next stated Convocation. No elected officer can be installed by proxy.

**SECTION 321. - FAILURE TO ELECT AND INSTALL**

If at the time prescribed, a Chapter shall fail to elect or install its elective officers, or any one of them, or, if having elected its officers at the prescribed time any of them shall fail or refuse to be installed within the prescribed time, the Grand High Priest may grant a dispensation to such Chapter to elect and to install such officer or officers as may be required.

**SECTION 322. - VACANCIES IN OFFICE**

Vacancies in elective offices can only occur by death, by resignation, by removal after election beyond the jurisdiction of this Grand Chapter, by promotion at an election to fill vacancies, or by suspension or expulsion. The first three (3) elective offices cannot be vacated by resignation.

**SECTION 323. - VACANCIES - HOW FILLED**

A Chapter may fill a vacancy in any elective office ballot, and by a majority of the votes cast at any Stated Convocation to which the members of the Chapter have been duly summoned at least five (5) days previously; except that in the case of a vacancy in the office of High Priest, the election shall be only by virtue of a dispensation from the Grand High Priest which must be applied for by the King and/or Scribe and a majority vote of all members present at a Stated Convocation of the Chapter, to be so certified by the Secretary under the seal of the Chapter.

**SECTION 324. - REMOVAL OF CHAPTER**

A Chapter shall not remove its place of meeting named in its Warrant except by a vote of two-thirds of the members present at a summoned Convocation, served upon such members at least ten (10) days prior to such convocation without the dispensation of the Grand High Priest.

**SECTION 325. - BY-LAWS**

325.1 A Chapter shall have full power and authority to enact By-Laws for its own government, provided, however, that no new By-Laws or amendments to existing By-Laws hereafter adopted by any Chapter shall be effective until the same shall have been approved by the Standing Committee on By-Laws of the Grand Chapter. Any By-Law in conflict with this Constitution shall be void.

325.2 No new By-Laws or amendments will be approved by the Standing Committee until the Chapter shall have submitted to the committee, the following:

- A. A copy of the Chapter summons and proposed amendments or new By-Laws, both under seal, signed by the High Priest and attested to by the Secretary.
- B. A verification of the vote of the Companions at the summoned Convocation of the Chapter, under seal, signed by the High Priest and attested to by the Secretary.
- C. A complete copy of the By-Laws existing before the proposed amendments.

**SECTION 326. - DIMISSION AND WITHDRAWAL FROM MEMBERSHIP**

326.1 All By-Laws governing the dimission of members shall embrace the principle that a Companion clear on the books of his Chapter, and against whom no charges are pending, shall on his written application, by order of the High Priest, receive a dimit without further action by the Chapter.

326.2 A duly elected High Priest, King or Scribe cannot, of right, resign from his elected office nor dimit from his Chapter.

326.3 When a Companion who has been suspended for non-payment of dues tenders the amount due and asks for a dimit, he shall by such tender be restored to good standing and be entitled to a dimit.

326.4 A Companion having been restored to his rights and privileges as a Royal Arch Mason and to membership in his Chapter, by the reversal by the Grand High Priest of the proceedings by which he was expelled from his Chapter, has the right to dimit; such right cannot be defeated by an appeal of his Chapter to the Grand Chapter from the action of the Grand High Priest.

**SECTION 327. - DUES AND ASSESSMENTS - PENALTY FOR NON-PAYMENT**

327.1 A Chapter may make By-Laws regulating the payment of dues and assessment from its members, for necessary Masonic purposes, and provide penalties for the enforcement thereof; but no greater penalty shall be inflicted than the suspension of the Companion in arrears.

327.2 No suspension of a Companion for the non-payment of dues or assessments shall be ordered, except upon notice to him of at least four (4) weeks to pay the same, and to show cause at a Stated Convocation of the Chapter why he should not be suspended.

327.3 A Companion suspended for non-payment of dues or assessments may be restored to membership upon payment of his indebtedness to the Chapter by a majority vote of the members present and voting at a Stated Convocation of the Chapter.

327.4 The amount which such Companion owes the Chapter for dues at the time of his suspension may be remitted in whole or in part by a majority vote of the members present and voting at a Stated Convocation of the Chapter; but the amount which such a Companion owes the Chapter for an assessment at such time may not be remitted.

327.5 If a Chapter declines to restore a Companion to membership upon payment by him to the Chapter of the amount of his indebtedness to the Chapter, he shall become a non-affiliated Royal Arch Mason in good standing and shall be entitled to a certificate

of non-indebtedness and honorable discharge from the Chapter.

**SECTION 328. - ANNUAL RETURNS AND DUES TO GRAND CHAPTER**

328.1 Every Chapter within this jurisdiction shall make annual returns to this Grand Chapter of all its work to St. John the Evangelist's Day in each year in the form prescribed by the Grand Chapter and shall pay into the treasury of this Grand Chapter the sum of five dollars (\$5.00) for the advancement of each Brother so advanced, and beginning in 2007, the sum of nine dollars and fifty cents (\$9.50) as annual dues for each and every member of the Chapter, reckoning from St. John's the Evangelist's Day next succeeding Exaltation or affiliation. Thereafter, the annual dues shall be increased by three dollars (\$3.00) in each year through 2011, inclusive, after which the said dues shall be and remain in the sum of twenty-one dollars and fifty cents (\$21.50). Said annual returns and dues shall be due and payable on or by the first day of January in each year.

328.2 A Chapter that fails to comply with the provisions of this Section shall not be entitled to representation at the Annual Convocation of Grand Chapter nor shall the senior officer or his proxy be entitled to vote for such Chapter nor shall the senior officer be entitled to receive pay as provided in this Constitution, unless both the current annual return and current dues and all past returns and dues shall have been paid and received by the Grand Chapter at least three (3) weeks before the Annual Convocation.

**SECTION 329. - CHAPTERS - HOW DISSOLVED**

A Chapter may be dissolved only by the act of the Grand Chapter or by a voluntary surrender of its Warrant pursuant to a two-thirds vote of its members present at the Stated Convocation, summoned for that purpose. No Warrant may be surrendered if nine (9) members of the Chapter vote against the proposition and are willing and able to assume the duties and responsibilities of its operation.

**SECTION 330. - CONSOLIDATION OF CHAPTERS**

330.1 Two (2) or more Chapters may consolidate and unite as one (1) pursuant to a vote of two-thirds of the members present

at a meeting of each Chapter, duly summoned for that purpose, provided that such action or consolidation shall be approved by the Grand Chapter, or if it is not in session by the Grand High Priest, under such conditions and regulations as may be imposed.

330.2 The resolution to unite adopted by each Chapter shall specify the name and meeting place of the consolidated Chapter. The consolidated Chapter shall take the Warrant, name and number of the senior Chapter unless the consolidating Chapters (or a majority of them in the event that more than two (2) Chapters are consolidating) agree, with the approval of the Grand High Priest or the Grand Chapter upon a different Warrant, name and number. The Warrant and seal of the other consolidating Chapter (or Chapters) shall be surrendered to the Grand Chapter.

330.3 The records, funds and paraphernalia of the merging Chapters shall become the property of the consolidated Chapter which shall assume all obligations of the merging Chapters. The members of such consolidated Chapters shall be entitled to all the rights and privileges they possessed in their respective Chapters before such consolidation.

330.4 The elective officers of the senior Chapter shall serve until the end of the year or until an election is held, pursuant to a dispensation which the Grand High Priest, in his discretion, may grant.

330.5 The consolidated Chapter shall provide the Standing Committee on By-Laws the following:

- A. A copy of the summons of each Chapter involved in the consolidation, under seal of each Chapter, signed by High Priest and attested to by the Secretary of each Chapter.
- B. A verification of the vote taken by the consolidating Chapter, signed by the High Priest, under the seal of the Chapter and attested to by the Secretary of each Chapter.
- C. A complete copy of the proposed By-Laws of the consolidated Chapter.
- D. A copy of the instrument of approval by the Grand High Priest or by the Grand Chapter.

**SECTION 331. - WARRANT - HOW FORFEITED OR SUSPENDED**

The Warrant of a Chapter can be forfeited only upon charges regularly made in Grand Chapter at its Annual Convocation, of which due notice shall be given to the Chapter and an opportunity of being heard in defense; but it may be suspended by the Grand High Priest for any cause which he shall deem sufficient. Such suspension shall not extend beyond the next Annual Convocation.

**SECTION 332. - ACTS BY WHICH WARRANT MAY BE FORFEITED**

The acts for which a Warrant may be forfeited are contumacy to the authority of the Grand Chapter or of the Grand High Priest, violation of the fundamental principles of Royal Arch Masonry or the provisions of this Constitution, neglecting to meet for one (1) year or more, neglecting to make returns or to pay dues to the Grand Chapter for two (2) consecutive years, neglecting or refusing to practice the Standard Work as promulgated by this Grand Chapter. Charges, if required hereunder, shall be preferred by the Grand High Priest.

**SECTION 333. - CHAPTER DEPRIVED OF WARRANT OR DISPENSATION**

The surrender or forfeiture of a Warrant or dispensation, when adjudged by the Grand Chapter, shall be conclusive upon the Chapter and its members and shall carry with it all the property of the Chapter which shall become the property of the Grand Chapter and, on demand, shall be surrendered to the Grand Chapter or its authorized agent.

**SECTION 334. - RESTORATION OF WARRANT**

334.1 The Warrant of a Chapter which shall have been forfeited or surrendered, when restored, shall be restored to all the members of the Chapter who, at the time of such restoration, shall be in good standing.

334.2 The petition for the restoration of a forfeited or surrendered Warrant shall be signed by at least nine (9) companions of such Chapter, in good standing at the date of such petition.

334.3 Companions of such Chapter, not in good standing at the date of such petition, may sign the petition, but shall not, in case such Warrant be restored, participate in the affairs of the

Chapter until they are in good standing.

**SECTION 335. - MEMBERS OF DEFUNCT CHAPTERS**

Members in good standing of a Chapter whose Warrant has been or may hereafter be surrendered or forfeited, on application to the Grand Secretary, shall be furnished with dimits or such other evidence of good standing as will enable them to affiliate with other Chapters, providing their dues have been paid to the Chapter or to the Grand Secretary to the date of such surrender or forfeiture.

**SECTION 336. - MEMBERS AT LARGE**

When a Chapter surrenders its Warrant, either voluntarily or involuntarily, a member of that Chapter, who shall not have affiliated with another Chapter in this Jurisdiction, shall be deemed to be a MEMBER AT LARGE.

336.1 A MEMBER-AT-LARGE, in any year that he may be such, shall pay to the Grand Secretary annual dues in the sum of ten (\$10) dollars, plus the Grand Chapter per capita dues. If the Companion, upon becoming a MEMBER-AT-LARGE, shall have been in arrears of dues in the surrendering Chapter in which he held membership, he shall pay such arrearages plus the Chapter dues for the current year to the Grand Secretary to secure his good standing.

336.2 Upon the payment to the Grand Secretary of his dues, plus any arrearages, such MEMBER-AT-LARGE shall receive a membership card from the Grand Chapter, which shall entitle him to all of the privileges of membership in the Royal Craft, except that he shall not be entitled to vote or hold office in any Chapter in the Jurisdiction.

336.3 As at the end of the 31<sup>st</sup> day of December in the third calendar year of his membership as a MEMBER-AT-LARGE, such member shall be deemed a non-affiliated Royal Arch Mason and shall not be entitled to any of the privileges of the Royal Craft.

336.4 Upon affiliation with any Chapter in the Jurisdiction, the Companion's membership in such Chapter shall forthwith terminate his status in Grand Chapter as a MEMBER-AT-LARGE, and he shall thereupon be recognized as a member of the Chapter in which he has affiliated.

**SECTION 337. - HONORARY MEMBERSHIP**

A Chapter at a Stated Convocation, and by unanimous ballot, upon a proposition received at the previous Stated Convocation, may confer honorary membership upon any Companion who at that time shall be a member in good standing of some other Chapter. An honorary member of a Chapter shall not be entitled to vote therein.

**SECTION 338. - RIGHT OF VISIT - DEFINED**

No Royal Arch Mason can, of right, claim admittance to any Chapter of which he is not a member. The right of visit is one of courtesy, subject to the pleasure of the presiding officer of the Chapter. An officer of the Grand Chapter or a District Deputy Grand High Priest, within his own district, may not be refused admittance to a Chapter.

**SECTION 339. - CHAPTER SEAL AND BOOKS**

339.1 Every Chapter shall have a seal, to be used for necessary official purposes.

339.2 Every Chapter shall have a record book which shall be permanently bound or shall be of such construction as the Grand High Priest shall approve, in which the minutes of every Convocation shall be duly recorded by the Secretary. The minutes of every Convocation, Stated or Special, shall be read, corrected if necessary, and approved by the Chapter before it is closed. Such approved minutes, or any part thereof, cannot be altered or expunged, but the minutes may be altered and corrections made at a subsequent Convocation explaining the correction of error of record of the previous Convocation.

339.3 A book of By-laws shall be maintained in which every accepted candidate of the Chapter, after receiving the Royal Arch degree, and every Companion elected to membership by affiliation shall personally sign his full name.

339.4 A Register of Membership, in which shall be recorded the full name of every member, his age, occupation, birthplace, residence, the date of receiving each degree, or of affiliation also, the name and number of the Lodge of which he is a member and the date of the termination or suspension of his membership in the Chapter, with the cause thereof, shall be

maintained by the Secretary.

339.5 A Book of Marks, in which shall be recorded the Marks of the members, shall be kept by the Secretary. It shall be the duty of each member of a Chapter to choose a Mark and to furnish the Secretary with a copy or description thereof. This duty is incumbent on all who have not previously selected and had recorded their Mark in the Lodge Book of Marks. A pictorial description is not obligatory. A written description on the page set apart for the member shall be sufficient. The Mark of a Mark Master Mason must be selected and recorded before the Royal Arch degree is conferred upon him.

339.6 A duly recorded Mark cannot be altered or changed. During the lifetime of the owner, it must not be chosen by another member of the same Chapter. If a Companion changes his membership, his Mark remains as a record with the mother Chapter, but a copy thereof may be placed on record in the Book of Marks belonging to the Chapter with which he subsequently affiliates, due reference being made to the record.

339.7 An alphabetical list of expulsions, suspensions and rejections, and such other Books of Record as the Chapter may direct, a copy of the Constitution of the Grand Chapter and copies of the Proceedings of the Grand Chapter as published from year to year shall be preserved in the archives of the Chapter.

339.8 Each Chapter in this jurisdiction shall transact all its business, keep its records and perform all ritualistic work in the English language.

#### **SECTION 340. - SUMMONS**

340.1 A summons, to be valid, must be written or printed, or partly written and partly printed, signed by the High Priest and Secretary of the Chapter and attested by the seal of the Chapter. The original summons shall be inserted in the minutes of the Chapter and a true copy thereof delivered in person to the Companion to be summoned, or sent through the post office to his last address known to the Secretary, at least ten (10) days (except as otherwise herein provided) prior to the Convocation for which the summons is issued.

340.2 In an emergency requiring immediate action, a summons may be issued by the High Priest without the action of the

Chapter, provided he gives at least five (5) days notice, stating the reason for the summons and the business to be brought before the Chapter.

**SECTION 341. - CHAPTERS OF STUDY AND RESEARCH**

341.1 Nine or more Royal Arch Masons may unite to form a Chapter for the purposes of Capitular study and research, and a dispensation and Warrant may be issued therefor without compliance with the requirements of the provisions of Sections 301 through 306, inclusive, of this Constitution. At the option of the High Priest, a Chapter of study and research, created pursuant hereto, may limit its Installation ceremonies to the elected Officers of the Chapter. The territorial jurisdiction of such Chapter when formed shall be co-extensive with the territorial jurisdiction of this Grand Chapter.

341.2 A Chapter formed under the provisions of this Section shall be without power or authority to confer degrees upon candidates or to receive members other than by affiliation.

341.3 A Chapter formed under the provisions of this Section shall not be entitled to either representation nor a vote in Grand Chapter as provided in Section 113 of this Constitution.

341.4 A Chapter formed under the provisions of this Section shall not be required to pay any of the fees specified in Section 328 of this Constitution.

341.5 A Chapter formed under the provisions of this Section may provide in its by-laws for different categories of Membership, including Corresponding and Active Membership and Fellowship, and may therein specify the rights, benefits, and limitations of each category. Such Chapter may accept as Corresponding Members, only such Royal Arch Masons or Chapters of Royal Arch Masons in Good Standing in this or other Grand Jurisdictions in Masonic affiliation with this Grand Chapter, or organizations recognized as Masonic by this Grand Chapter and the Grand Lodge of Free and Accepted Masons of the State of New York, including Masonic libraries, as the by-laws of such Chapter may provide.

341.6 No Companion shall be eligible for election and installation as High Priest of a Chapter of Study and Research unless he shall be or have previously been a duly Anointed High Priest of a regular Chapter of Royal Arch Masons.

## **ARTICLE IV**

### **CANDIDATES**

#### **SECTION 401. - JURISDICTION**

All Chapters shall have concurrent jurisdiction throughout the State of New York. The Grand High Priest shall have authority to grant waivers of jurisdiction requested by other jurisdictions after such investigation as he may consider advisable or necessary.

#### **SECTION 402. - QUALIFICATION OF MEMBERSHIP**

Every Royal Arch Mason in this Grand Jurisdiction shall be a Master Mason in good standing. The loss of membership in Lodge shall terminate the membership of the Companion in all Chapters of which he is a member and in Grand Chapter.

#### **SECTION 403. - QUALIFICATION OF CANDIDATES**

403.1 Every candidate for Capitular Degrees must be an affiliated Master Mason in good standing.

403.2 Every candidate must also be so free from physical defects, resulting from any cause whatsoever, as to be able to conform symbolically to the work of the several degrees. In special cases the judgement of the Grand High Priest shall be binding.

#### **SECTION 404. - PETITIONS FOR THE DEGREES**

Every petition for the degrees must be in writing, or partly printed and partly written, in the form prescribed by the Grand Chapter, signed by the petitioner with his full name and by a member of the Chapter petitioned as recommender.

#### **SECTION 405. - PETITIONS FOR AFFILIATION-PLURAL MEMBERSHIP**

405.1 Petitions for membership by affiliation shall be subject to the same conditions and requirements as petitions for any degrees, except that such petitions may be presented to any

Chapter in this jurisdiction without regard to the residence of the petitioner and, except in the case of a petition for plural membership, as hereinafter provided, must be accompanied by dimits or other satisfactory evidence of honorable discharge from former membership.

405.2 Any Royal Arch Mason in good standing may affiliate with any Chapter in this Grand Jurisdiction. Any Royal Arch Mason of this Grand Jurisdiction may affiliate with any regular Chapter in any other Grand Jurisdiction if permitted by the laws of such other Grand Jurisdiction.

405.3 Any Royal Arch Mason holding plural membership in a Chapter or Chapters in this Grand Jurisdiction shall be liable to pay dues in such Chapter or Chapters and shall be eligible to hold office therein, except that he shall not be a High Priest of more than one (1) Chapter at the same time. Involuntary loss of membership in any Chapter shall constitute loss of membership in all Chapters in this Grand Jurisdiction. When a Royal Arch Mason is granted plural membership in a Chapter, the Secretary shall immediately notify the Secretary of the other Chapter of which he is a member.

405.4 Any Royal Arch Mason in good standing from a Grand Jurisdiction other than New York, the Grand Lodge and Grand Chapter of which are recognized respectively by the Grand Lodge and Grand Chapter of the State of New York, may affiliate with any Chapter in this Grand Jurisdiction upon the consent of the Grand Chapter of that foreign jurisdiction

#### **SECTION 406. - PETITIONS-WHEN RECEIVED AND ACTED UPON**

406.1 A petition for the degrees or for affiliation can be received at a Stated or Special Convocation of a Chapter. When received, it shall be referred to an investigating committee of not less than three (3) members, who shall report at the next or a subsequent Stated Convocation, not exceeding one (1) month from the date of their appointment, when a ballot shall be taken. If any investigating committee fails to report within the time specified, it may be discharged by the High Priest and a new committee appointed, with power to report forthwith.

406.2 A petition may be received, referred to an investigating committee, reported thereon, and a ballot had, at a Stated or Special Convocation, provided that due and timely notice

be given to all members of the Chapter, and only upon dispensation by the Grand High Priest.

406.3 A petition properly received and referred to the committee of investigation cannot be withdrawn but must be acted upon by ballot. A petition wrongfully received and referred must be returned as soon as the error is discovered.

#### **SECTION 407. - BALLOTING ON PETITIONS**

407.1 The ballot on petitions must be inviolably secret. Once begun it must be completed without postponement. The result shall be declared by the High Priest, after exhibiting the ballot to the King and Scribe for inspection. It is the duty of every member of the Chapter present to vote. One (1) negative ballot shall reject.

407.2 A collective ballot on two (2) or more petitions may be taken, at the discretion of the High Priest, providing all present agree. In such case, the High Priest shall first announce that if a negative vote appears a separate ballot on each petition will then be taken.

#### **SECTION 408. - REJECTED PETITIONS**

408.1 A petition for the degrees having been rejected, the petitioner cannot again make application until the expiration of six (6) months from the time of rejection; and not then, to any other Chapter than that in which the rejection occurred, without the Chapter's consent.

408.2 A petition for affiliation having been rejected, the petitioner may again apply to the same Chapter without delay or to another Chapter without the consent of the rejecting Chapter.

#### **SECTION 409. - OBJECTION TO ADVANCEMENT-NEW BALLOT**

409.1 If, after a candidate has been elected to receive the degrees in a Chapter and before he shall have received the degree of Mark Master, a demand is made by a member in good standing for a new ballot, the ballot must be taken. If it results in a rejection, it shall have the same effect as if he had been rejected on the first ballot. A simple objection without a demand for a ballot will not arrest the progress of a candidate who has been duly elected, unless the High Priest shall so direct. The

High Priest may, in his discretion, delay the advancement of a candidate without either an objection or a demand for a ballot.

409.2 If, after a candidate shall have received the degree of Mark Master, a demand is made for a ballot on his advancement, such demand must be seconded by a majority of the members present at the Convocation of the Chapter at which such demand is made in order to secure a ballot.

409.3 If a demand for a new ballot is made privately to the High Priest, he may, at his discretion, order a new ballot without stating his reason therefore or the name of the Companion demanding it.

409.4 The demand for a ballot under this section may be lawfully made and the ballot taken at a Special Convocation of the Chapter duly called for the conferring of degrees.

409.5 The name of the Companion demanding a new ballot should not be entered upon the minutes.

#### **SECTION 410. - REJECTED APPLICANTS FOR ADVANCEMENT**

A Mark Master Mason, a Past Master, or a Most Excellent Master, whose application for advancement has been denied upon a demand for a new ballot, may again apply for advancement at the next or any subsequent Stated Convocation of the Chapter; but a candidate cannot be lawfully advanced after a rejection by ballot without a subsequent clear ballot.

#### **SECTION 411. - RECONSIDERATION OF BALLOT-WHEN**

A Chapter may, by a majority vote, reconsider a favorable ballot upon the petition of a candidate for affiliation at any time before he has completed his affiliation by signing the By-laws of the Chapter.

#### **SECTION 412. - CANDIDATE FAILING TO APPEAR**

If a candidate for the degrees fails to present himself for advancement within six (6) months after his election, unless excused by vote of the Chapter, his petition shall again be referred to an investigating committee to be reported and balloted on. A new petition is not necessary.

## ARTICLE V

### CONFERRING DEGREES

#### **SECTION 501. - STANDARD WORK**

501.1 Every Chapter shall adopt and practice the Standard Work and lectures as promulgated by this Grand Chapter and exemplified by the Grand Lecturer, under direction of the Board of Custodians of the Work, in the District Conventions; provided,

501.2 That Ancient Chapter No. One may in its own Tabernacle alone confer the Degrees of Royal Arch Masonry according to its Ancient Ritual in a manner that shall be satisfactory to the Grand High Priest; and, provided,

501.3 That any Chapter, upon special dispensation of the Grand High Priest, may invite a Chapter from a foreign Jurisdiction to visit and confer or exemplify a degree according to the Ritual in use by the latter; and, provided,

501.4 That any Chapter, upon special dispensation by the Grand High Priest, may, upon invitation from a Chapter in a foreign Jurisdiction, visit and confer or exemplify a degree according to the Ritual in use by the former.

#### **SECTION 502. - FEES FOR DEGREES**

The degrees of the Chapter shall not be conferred for a less sum than twenty dollars (\$20.00), nor upon credit. The full amount of the fee, as fixed by the By-laws, must be paid before the degree of Mark Master Mason is conferred. Any violation or evasion of this section by directly or indirectly returning, or agreeing to return, any portion of the fee at any time, shall subject the offending Chapter, on conviction thereof, after due trial, to the suspension or forfeiture of its Warrant.

#### **SECTION 503. - DEGREES CONFERRED WITHOUT FEE**

A Chapter may lawfully confer without fee the degrees of Mark Master, Past Master and Most Excellent Master, or any of them, on worthy companions who have regularly received the Royal Arch Degree, but such companions cannot be admitted to any Chapter or witness the conferring of any degrees, until they have received

such of the degrees as have not previously been conferred upon them.

**SECTION 504. - CHAPTER MUST ALWAYS BE OPENED FIRST**

No degree under the jurisdiction and control of the Grand Chapter can legally be conferred except as part of the proceedings of a Chapter convocation; hence, the Chapter must be opened on the Royal Arch Degree before opening a lodge of Mark Master Masons, Past Masters or Most Excellent Masters.

**SECTION 505. - PAST MASTER'S DEGREE**

505.1 The degree of Past Master must be conferred upon all candidates, under the forms and authority of the Chapter, whether such candidates are or are not Masters or Past Masters of Lodges.

505.2 The Chapter has no right to confer the degree of Past Master on a Master Mason as Master elect of a Lodge.

505.3 One who has not received the degree of Past Master under the auspices of a Chapter cannot be permitted to be present in a Past Master's Lodge opened under a Royal Arch Warrant.

**SECTION 506. - SUBSTITUTES**

One (1) or two (2) substitutes, as necessity may require, may be used in conferring the Royal Arch degree.

**SECTION 507. - CHAPTER MAY CONFER DEGREES FOR EACH OTHER**

A Chapter may, by vote, request another Chapter in this Grand Jurisdiction to confer any degree upon a candidate who has been duly accepted by such requesting Chapter, such request to be in writing and under the Seal of the Chapter.

**SECTION 508. - TIME BETWEEN DEGREES**

No more than two (2) degrees shall be conferred at the same Convocation, except by dispensation from the Grand High Priest. The seven (7) day waiting period between the Most Excellent Master Degree and the Holy Royal Arch may be waived by dispensation.

## **ARTICLE VI**

### **DISCIPLINE**

#### **SECTION 601. - CHARGES AND TRIALS**

601.1 If any member of a Chapter, or unaffiliated Royal Arch Mason within this jurisdiction, shall be accused of a Masonic offense which would subject him to discipline, charges with distinct specifications of the offense shall be preferred in open Chapter. It shall be the duty of the acting High Priest to appoint three (3) disinterested Companions as commissioners to try the accused upon said charges and specifications and to report their proceedings to the Chapter, with all convenient speed, with their conclusions thereon, for the action of the Chapter. The decision of the Chapter upon the report of the commission shall be final, unless an appeal be taken therefrom to the Grand Chapter, or to the Grand High Priest within six (6) months thereafter.

601.2 In case charges shall be preferred against a Chapter or a High Priest, or by one (1) Chapter against another, or by a member of one (1) Chapter against a member of another, such charges shall be submitted to the Grand Chapter when in session, and, when not in session, to the Grand High Priest. When submitted, the Grand High Priest shall appoint three (3) commissioners (who shall be High Priests or Past High Priests) from Chapters not interested in the case. They shall hear, try and determine the matter, reporting their proceedings, conclusions and decisions thereon to the Grand High Priest. Their decision, if approved by him, shall be final, unless an appeal shall be taken to the Grand Chapter within six (6) months thereafter. The accused shall in all cases have the right to be heard in his own defense, personally or by Masonic counsel, or both, before the Chapter or the Commissioners. Every member of a Chapter present, when a vote for the suspension or expulsion of a Companion shall be taken, shall vote thereon. A majority of the votes of all the Companions present shall be necessary for such suspension or expulsion.

#### **SECTION 602. - CHARGES AGAINST HIGH PRIEST**

Charges against a High Priest of a Chapter, for official misconduct while holding the office of High Priest, must be presented to the Grand Chapter, or to the Grand High Priest, during his term of office or within one (1) year thereafter.

**SECTION 603. - APPEALS**

Appeals may be taken from the decision of a Chapter to the Grand High Priest who shall have power to hear and determine the same upon the matters presented to him upon the appeal papers, and not upon new or additional statements or evidence, subject to a further appeal to the Grand Chapter.

**SECTION 604. - SUSPENSION OR EXPULSION BY LODGE**

Suspension or expulsion of a Companion, after due trial, by a Lodge of Master Masons, shall operate as suspension or expulsion from his Chapter without action by the Chapter. Whenever a Chapter receives official information of such suspension or expulsion, it shall be the duty of the High Priest to direct the Secretary to make a record in the minutes of the Chapter that the Companion was so suspended or expelled, the time when and by what Lodge.

**SECTION 605. - UNAFFILIATION OR NON-AFFILIATION BY LODGE**

605.1 If any Companion of this jurisdiction shall become unaffiliated by his Lodge for the non-payment of dues, or, upon the expiration of one (1) year after the date of the voluntary non-affiliation of a Companion in his Lodge, upon proof of the fact by the certificate of his Lodge, authenticated by its seal and the signature of its Secretary and filed with the Secretary of the Chapter, his membership in his Chapter shall be suspended until such unaffiliation or voluntary non-affiliation shall cease.

605.2 A Companion suspended in his Chapter, on notice of his unaffiliation by his Lodge for non-payment of dues, having paid the amount of his indebtedness to the Lodge and made application for restoration is by such payment restored to good standing in the Chapter, notwithstanding the Lodge may have refused to reinstate him.

**SECTION 606. - RESTORATION BY CHAPTER FROM SUSPENSION**

A Chapter may, upon written application of a Companion who has been suspended after due trial, terminate the sentence of suspension by a majority vote of the members present and voting at a Stated Convocation of the Chapter not less than one (1) month after the presentation of such application.

**SECTION 607. - RESTORATION BY CHAPTER FROM EXPULSION**

Any expelled Companion may be restored to the rights and privileges of Royal Arch Masonry by a majority vote of the Chapter which expelled him, except when the Grand Chapter has affirmed the sentence of expulsion, on appeal, in which case the Grand Chapter alone may restore. An application for restoration must be presented in writing at a Stated Convocation of the Chapter and shall not be acted upon until at least one (1) month after its presentation. After restoration, should the Companion desire to regain his membership in the Chapter, he must petition for affiliation, which petition shall lie over and be acted upon by ballot in the same manner as any ordinary petition for affiliation.

**SECTION 608. - RESTORATION BY GRAND CHAPTER**

A restoration to the rights and privileges of Royal Arch Masonry by the Grand Chapter shall not restore membership in a subordinate Chapter. A reversal of the decision by which a Companion shall have been suspended or expelled, shall restore him to all his former rights and privileges as a Royal Arch Mason in such Chapter.

**SECTION 609. - WITNESSES AND EXPENSES OF TRIAL**

The High Priest of any Chapter shall summon witnesses in any case provided for in this Constitution. The expenses which may be incurred by commissioners appointed under the provisions of such section shall be borne by one or both of the parties, as the commission may determine. The amount of such expenses and their decision as to who shall be chargeable with the same shall be set forth in their report. Payment may be enforced in the same manner as Chapter or Grand Chapter dues.

**SECTION 610. - CODE OF PROCEDURE**

All trials of charges preferred and appeals, taken in pursuance of the provisions of this Constitution, shall be conducted, so far as the same may be applicable, in accordance with the "Code of Procedure" adopted by the Grand Chapter.

## **ARTICLE VII**

### **AMENDMENTS AND RESOLUTIONS**

#### **SECTION 701. - ACTION ON PROPOSED AMENDMENTS**

No amendment to this Constitution shall be made unless it shall have been approved by the vote of a majority of the members present and voting at one (1) Annual Convocation and adopted by a vote of two-thirds of all the members present and voting at the next Annual Convocation.

#### **SECTION 702. - RESOLUTION PRESENTED TO JURISPRUDENCE COMMITTEE**

No motion or resolution shall be considered at a Convocation of this Grand Chapter unless it shall have been presented to the Jurisprudence Committee at least thirty (30) days prior to said Convocation.

#### **SECTION 703. - CONSTITUTION OF THE GRAND LODGE SHALL APPLY**

In the event that there is any dispute as to the meaning of this Constitution or in the event that there are any omissions therefrom, the Constitution of the Grand Lodge of Free and Accepted Masons of the State of New York shall apply.

**GENERAL REGULATIONS**

ADOPTED FEBRUARY, 1947

Whenever a member of a Chapter within this jurisdiction shall be suspended, it shall be the duty of the Secretary of such Chapter, if such suspended member shall be also a member of a Cryptic Mason and/or a Commandery of Knights Templar, to give such Council and/or Commandery prompt notice of such suspension and of the grounds therefore and to answer any inquiry made of him by the Recorder of such a Council or Commandery in respect to the standing of any Companion in his Chapter.

\* \* \* \* \*

ADOPTED FEBRUARY 2, 1927

No general solicitation of Chapters for donations shall be made unless the same shall have been previously approved by the Grand High Priest. This Regulation shall not be construed to prevent an application for charity in the case of a particular individual.

## RULES OF ORDER

1. The Grand Chapter shall convene at nine A.M. on the first day of its Annual Convocation unless, otherwise ordered by the Grand High Priest.
2. At the sound of the gavel from the East, the Grand Officers shall take their respective stations and the members seats.
3. The Grand Chapter shall be opened in due and ancient form.
4. The Committee on Credentials shall report.
5. The Grand Secretary shall read the minutes of all previous Convocations not before read and approved.
6. The Grand High Priest shall deliver his annual address.
7. The Grand Officers shall make their annual reports.
8. The Grand High Priest, after his installation, shall appoint the following Committees:
  - I. A five (5) man Committee on Finance and Accounts to whom shall be referred all subjects involving the appropriation of funds, except payment of members.
  - II. A five (5) man Committee on Credentials.
  - III. A five (5) member Board of Custodians of the Work appointed for a term of five years, the term of one member to expire each year.
  - IV. A five (5) member Committee on By-laws.
  - V. A three (3) member Committee on Fraternal Correspondence.
  - VI. A five (5) member Committee on Relief of Distressed Tubercular Royal Arch Masons and their Dependents appointed for a term of five years, the term of one member to expire each year.

VII. A Committee on Museums and Library.

VIII.A Committee on Jurisprudence.

IX. A Committee on Masonic Education.

X. A five (5) member Committee on the Royal Arch Masons Scholarship Fund appointed for a term of five years, the term of one member to expire each year.

XI. A Committee on Royal Arch Seals.

The Grand High Priest, at the opening of the Grand Chapter, shall also appoint the following Standing Committees, each consisting of five companions, all of which shall be discharged by the closing of Grand Chapter:

XII. A Committee on Warrants.

XIII.A Committee on Appeals and Grievances.

XIV. A Committee on Pay of Officers and Members.

XV. A Committee on Charity.

9. No Companion shall speak more than once to the same question, unless by permission of the Grand High Priest.

10. Votes may be taken by show of hands, unless a vote by Chapter is requested, which must be seconded by the representative of at least five Chapters.

11. These Rules of Order shall not be suspended except by unanimous consent but may be amended at any time by a vote of two-thirds of all members present.

12. All former rules of order inconsistent herewith are hereby abrogated.

AN ACT  
TO INCORPORATE THE GRAND CHAPTER OF THE  
STATE OF NEW YORK

Passed March 31, 1818  
AS AMENDED 1947

Whereas it is represented to the Legislature by the Grand Chapter of Freemasons of the State of New York, that they experience great difficulties in vesting and securing their funds, which are chiefly intended for charitable purposes and that they wish to purchase and hold a lot of ground for the purpose of erecting thereon a Masonic Hall, therefore,

I. Be it enacted by the People of the State of New York, represented in Senate and Assembly. That Ezra Ames, Richard Hatfield, Joseph Enos, Jr., John Brush, Ebenezer Wadsworth and Isaac Hempsted and their associates be, and they are hereby declared a body politic and corporate, in fact and in name, by the name of the "Grand Chapter of the State of New York" and that by that name they and their successors shall and may have succession, and be capable of suing and being sued, pleading and being impleaded, defending and being defended, in all courts and places whatsoever, in all manner of actions, suits, complaints, matters and causes whatsoever, and that they may have a common seal, and alter the same at pleasure.

II. And be it further enacted, that their elections of officers shall be made annually, at such time and place, and subject to such rules and regulations, as the said Grand Chapter shall from time to time direct, and said elective officers shall have the management of the concerns of the said Grand Chapter, and that there shall be five trustees. At the election of officers shall be elected for a term of one year, one for a term of two years, one for a term of three years, one for a term of four years and one for a term of five years, thereafter one trustee shall be elected annually for a term of five years. Provided always, that all appropriations of the funds of the said Chapter shall be made by a majority of the members thereof, present at their annual meetings.

III. And be it further enacted, that the trustees aforesaid, and their successors, by the name aforesaid, shall be in law capable of purchasing, holding, selling and conveying any estate,

real and personal, for the use and benefit of the said Chapter, not exceeding fifty thousand dollars in value, provided, that no real estate or lot of ground shall be purchased or held by the said trustees, except for the purpose of building and erecting a Masonic Hall thereon, and that the powers of the said trustees in relation to their personal estate, shall be confined to the vesting and securing of their funds, and the transfer and distribution thereof, for the ordinary and usual purposes of the said Chapter, and

provided also, that this act shall in no wise affect any other or subordinate Chapter in this State.

IV. And be it further enacted, that this act shall be taken and deemed to be a public act, and that it shall and may be lawful for the Legislature, at any time hereafter, to alter and repeal the same.

**FORMS OF PETITIONS, ETC.**

**PETITION FOR DEGREES**

To the E. High Priest, King, Scribe, and Companions of  
..... Chapter No. .... R.A.M.

The undersigned respectfully represents that he is a Master  
Mason in good standing and a member of ..... Lodge,  
No. .... F. and A.M. and is desirous, if found worthy, of  
receiving the Masonic Degrees conferred in your Chapter and if  
accepted promises to conform to the usage of the Fraternity.

.....PETITIONER

Recommended by Comp. ....

The petitioner must answer the following questions in writing  
and sign his name thereto:

- What is your age? ..... Date of birth.....
- Where were you born?(Town).....(State).....
- Where do you reside?.....
- What is your occupation?.....
- Name and address of your employer.....
- .....
- Have you resided in the State of New York for one year  
last past?.....
- Have you ever been proposed as a candidate for the Degrees  
conferred in any Chapter of Royal Arch Masons?.....
- If so, when and in what Chapter?.....
- If, to your knowledge, you were elected as such candidate,  
did you have the Degrees conferred upon you and if not,  
why not?.....
- Have you ever been rejected as a candidate for the Degrees  
conferred in any Chapter of Royal Arch Masons?.....
- If so, when and in what Chapter?.....
- Do you know of any physical, legal or moral reason which  
should prevent you from becoming a Royal Arch Mason?....
- .....

Date: ....., .....

.....PETITIONER

**FORM OF DIMIT**

To all Royal Arch Masons to whom these Presents may Come:  
GREETINGS;

This is to Certify, that Comp.....  
who has signed his name in the margin, is a Royal Arch  
Mason in good standing and is at his request honorably  
discharged from membership in.....  
Chapter, No. .... under the jurisdiction of the Grand  
Chapter of the State of New York.

(C.S.)

Given under my hand and the seal of  
the Chapter, at .....this.....  
day of .....A.I. ....  
A.D. ....

.....High Priest

Attest,

.....Secretary

-----  
**FORM OF NOTICE OF NON-PAYMENT OF DUES**

(To be issued at least four weeks before the Chapter takes any  
action. Seal of the Chapter to be attached.)

Date: ....., .....

Companion:

In compliance with Section 340.1 of the Constitution of the  
Grand Chapter, you are hereby summoned to attend the Stated  
Convocation of ..... Chapter, No. ...., to be  
held at its rooms, ..... evening, (date).....  
....., at ..... o'clock, to show cause why you should not be  
suspended for nonpayment of dues, amounting to \$.....

(C.S.)

.....Secretary

**PETITION FOR AFFILIATION**

To the E.: High Priest, King, Scribe and Companions of .....  
.....Chapter, No. .... R.A.M..

The undersigned respectfully represents that he is a Royal Arch  
Mason in good standing and late a member of .....  
Chapter, No. .... under the jurisdiction of the Grand Chapter of  
..... and (having been regularly discharged from  
membership in said Chapter) is desirous of affiliating with your  
Chapter, if found worthy, promising a cheerful compliance with the  
By-Laws of the Chapter and the usages of the Fraternity.

Date: ....., .....

.....PETITIONER

Age ....., Occupation .....  
Nativity: (Town) .....State .....  
Residence .....  
Name and No. of Lodge .....  
Chapter in which exalted .....  
Recommended by Comp. ....

-----  
**PETITION FOR AFFILIATION AS A DUAL OR PLURAL MEMBER**

To the E.: High Priest, King, Scribe and Companions of .....  
.....Chapter, No. .... R.A.M..

The undersigned respectfully represents that he is a Royal Arch  
Mason in good standing and a member of .....  
Chapter, No. .... under the jurisdiction of the Grand Chapter of  
..... and is desirous of affiliating with your  
Chapter, if found worthy, promising a cheerful compliance with the  
By-Laws of the Chapter and the usages of the Fraternity.

Date: ....., .....

.....PETITIONER

Age .....: Occupation .....  
Nativity: (Town) .....State .....  
Residence .....  
Name and No. of Lodge .....  
Chapter in which exalted .....  
Recommended by Comp. ....

**FORM OF CERTIFICATE OF PROXIES**

Each Chartered Chapter is entitled to representation in the Grand Chapter by its first three officers, but in case either of them cannot attend, the Chapter may appoint one of its members a proxy for such officer and furnish him a certificate of such appointment. (See Form 1) The High Priest, or acting High Priest, may appoint a proxy in like manner should the Chapter neglect to do so on or before its Stated Convocation next preceding the meeting of the Grand Chapter and furnish the certificate of such appointment. (See Form 2)

**FORM 1.**

This is to Certify, that at a Stated Convocation of .....  
.....Chapter, No. .... held on the ..... day of  
....., ..... Comp. .... was duly  
appointed Proxy for the (H.P., K. or S., as the case may be) to  
represent the said Chapter in the Grand Chapter of the State of New  
York at the Annual Convocation thereof.

Given under my hand and the seal of the Chapter  
at ..... this .....  
(C.S.) day of ....., .....  
..... High Priest

Attest:  
..... Secretary

**FORM 2.**

I, ....., High Priest of Chapter, No.  
.... do by these presents constitute and appoint Comp. ....  
..... Proxy for the (H.P., K. or S., as the case may be)  
to represent the said Chapter in the Grand Chapter of the State of  
New York at the next Annual Convocation thereof.

Given under my hand and the seal of the Chapter  
at ..... this .....  
(C.S.) day of ....., .....  
..... High Priest

Attest,  
..... Secretary

INDEX

	SECTION	PAGE
Act to Incorporate G.C.-State of N.Y.		46-47
Action on Proposed Amendments	701	42
Annual Convocation, Gd. Chapter	111	4
Annual Returns & Dues to G.C.	328	26
Appeals	603	40
Appointed Officers, Gd. Chapter	107	2
Balloting on Petitions	407	35
By-Laws	325	24
Candidate Failing to Appear	412	36
Chapter may Confer Degrees for Each Other	507	38
Chapter Must Always be Opened First	504	38
Chapter Seal and Books	339	30-31
Chapters-Deprived of Warrant of Dispensation	333	28
Chapters - How Dissolved	329	26
Chapters - of Whom Composed	309	20-21
Chapters - of Study and Research	341	32
Chapters - Opened and Closed	313	21
Charges Against High Priest	602	39
Charges and Trials	601	39
Code of Procedure	610	41
Composition, Grand Chapter	103	1
Conferral of Order (H.P.)-Disp.	131	11
Consolidation of Chapters	330	26-27
Constitution of the Grand Lodge Shall Apply	703	42
Convocations	310	21
Degrees Conferred Without Fee	503	37-38
Dismission & Withdrawal From Membership	326	24-25
Dimit - Form		49
District Deputy Gd. High Priest	125	9-10
Dues and Assessments - Penalty	327	25-26
Elective Officers, Gd. Chapter	106	2
Eligibility to Office,Gd.Chapter	109	3-4
Eligibility to Office,Sub.Chapter	319	23
Failure to Elect & Install,Sub.C.	321	23
Fee for Dispensation	306	20
Fees for Degrees	502	37
Formation of New Chapters	302	19

Forms of Petitions, Etc.		48
General Regulations		43
Grand Council Officers	116	6
Grand High Priest	117	6
Grand King and Grand Scribe	119	6
Grand Lecturer	123	8
Grand Representatives	126	10
Grand Secretary	122	7-8
Grand Treasurer	121	6-7
Honorary Membership	337	30
Installation of Officers, G.C.	112	4
Installation of Officers, Sub.C.	320	23
Judge Advocate	124	8-9
Jurisdiction over Candidates	401	33
Medical Research Foundation	204	17-18
Members at Large	336	29
Members of Defunct Chapters	335	29
Name, Grand Chapter	101	1
Necessity of Taking Order, H.P.	130	11
New Chapters-By Whom and When		
Constituted	308	20
New Chapters - Names	305	20
Notice of Non-Payment of Dues - Form		49
Objection to Advancement-New Ballot	409	35-36
Officers-How Chosen,Gd. Chapter	110	4
Officers-When and How Chosen (Sub.C)	317	22
Order of High Priesthood, G.C.	129	11
Organization - Sub. Chapters	301	19
Other Official Duties, Gd. Chapter	127	10
Past Master's Degree	505	38
Pay:Officers,Perm.Members,& Rep.	115	5-6
Permanent Fund	201	16
Permanent Members	104	2
Petition for Degrees - Form		48
Petitioners - New Chapters	303	19
Petitions for Affiliation-Plural Mem.	405	33-34
Petitions for Affil.-Plural Mem. - Form		50
Petitions for the Degrees	404	33
Petitions-When Received & Acted Upon	406	34-35
Power and Authority, Gd.Chapter	102	1
Powers of Chapters Under Disp.	304	19-20
Proxies - Form		51
Proxies, Gd. Chapter	114	5
Qualification of Candidates	403	33
Qualification of Membership	402	33

Quorum	315	22
Reconsideration of Ballot - When	411	36
Rejected Applicants for Advancement	410	36
Rejecting Petitions	408	35
Removal for Degrees	314	21-22
Removal of Chapter	324	24
Resolution Presented to Jurisprudence Committee	702	42
Restoration by Chapter from Expulsion	607	41
Restoration by Chapter from Suspension	606	40
Restoration by Grand Chapter	608	41
Restoration of Warrant	334	28-29
Right of Visit - Defined	338	30
Royal Arch Mason Magazine	205	18
Rules of Order		44-45
Scholarship Fund	203	17
Special Convocations	312	21
Standard Work	501	37
Standing Committees	132	11-15
Stated Convocations	311	21
Substitutes	506	38
Succession in Office, Gd. Chapter	120	6
Summons	340	31-32
Suspension or Expulsion by Lodge	604	40
Time Between Degrees	508	38
Titles, Gd. Chapter	108	3
Trustees	105	2
Tuberculosis Relief Fund	202	16-17
Unaffiliation or Non-affiliation By Lodge	605	40
Vacancies in Office, Gd. Chapter	128	10
Vacancies in Office, Sub. Chapter	322	23
Vacancies-How Filled, Sub.Chapter	323	23
Votes and Voters, Gd. Chapter	113	4-5
Warrant-Acts by Which Forfeited	332	28
Warrant-How Forfeited or Suspended	331	28
Who May be Petitioner, New Chapter	307	20
Who May Vote (Sub. Chapter)	318	22
Who Presides in ( Sub.) Chapter	316	22
Witnesses and Expenses of Trial	609	41