**Please email this Form to vc@cheshireandnorthwaleskt.org.uk within 7 days of the Preceptory Meeting**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Preceptory Name** | | **No :** | | **Date of Meeting / / 20** | |  |
| **No.of Preceptory Members** | **No.of Members at Meeting** | | **No.of Visitors at Meeting** | | **Total No.at Meeting** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Who did the Work at the Meeting: (Enter Name of Knight and tick appropriate box)** | **Name** | **Recited** | **Substantial Prompts** | **Read** |
| **1.Opening:** |  |  |  |  |
| **2.Installation of a Knight of the Order**  Part 1 (from the Alarm at the beginning of the ceremony up to and including the Obligation):  Part 2 (Investing the Novice as a Soldier of the Cross up to and including the end of the Crusade):  Part 3 (the Charge):  Part 4 (the Penance and mortification up to and including the Casual Sign and Grand Password):  Part 5 (upon re-admission of the Companion-in-Arms, all steps up to and including Investing him  as a Knight of the Temple and Holy Sepulchre, and entrusting him with the Grand Sign):  Part 6 (the Symbols): |  |  |  |  |
| **3.** **Installation of Preceptor:** |  |  |  |  |
| **4. Closing:** |  |  |  |  |

**Installed Knight:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Surname:** | **Christian Names (and showing usual known name)** | | **Date of Birth: / /** |  |
| **Address:** | **Post Code:** | **Occupation:** |  |
| **E.Mail:** | **Home Tel:** | **Work Tel:** | **Mobile Tel:** |

**Joining/Re-Joining Member (delete as appropriate) : [If joining as or becoming an Honorary Member, enter ‘HM’after Surname].]**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Surname:** | **Christian Names:** | | | **Date of Birth: / /** |
| **Address:** |  | | | **Post Code:** |
| **Email:** | **Home Tel:** | **Work Tel:** | | **Mobile Tel:** |
| **Preceptory where Installed as a Knight:** | **Date: / /** | **KT [MMH] No:** | | **Occupation:** |
| **Surname:** | **Christian Names:** | | | **Date of Birth: / /** |
| **Address:** |  | | | **Post Code:** |
| **Email:** | **Home Tel:** | **Work Tel:** | **Mobile Tel:** | |
| **Preceptory where installed as a Knight** | **Date: / /** | **KT[MMH] No.** | **Occupation** | |

**Exclusion by Resolution of the Preceptory under Statute 114 or Statute 115 (delete as appropriate):**

|  |  |  |  |
| --- | --- | --- | --- |
| **Surname:** | | **Christian Names:** | |
| **Rank and/or Office held in** | **Great Priory** | **Provincial Priory** | **Preceptory** |

|  |
| --- |
| **Preceptory Annual Accounts presented and approved. (A copy of the Accounts is attached hereto). [Delete if not applicable]** |
| **Other Business – including Investing of Officers not present at the Installation Meeting [Continue overleaf if necessary]** |

|  |
| --- |
| **Registrar : Date: / / 20** |

**NOTES:**

**This form is NOT to be sent to Great Priory. It is for Provincial use only.**

**It is to be emailed to** [**vc@cheshireandnorthwaleskt.org.uk**](mailto:vc@cheshireandnorthwaleskt.org.uk) **within 7 days of the Preceptory Meeting.**

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