**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.**

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