

ROVINCIAL GRAND CHAPTER MEETING
INVESTITURE PROCEDURE
MARCH 2025

1. Companions are required to wear a dark suit or morning dress, an East Lancashire Festival or Provincial tie, [the RA or Craft tie or a black tie is acceptable; other ties are not acceptable], Royal Arch clothing. **Please note that gloves should not be worn.**
2. Upon arrival at the venue, there is **free** parking in **Car Park C**. Please ensure you record your registration number on entry to the venue. (There are devices at the main registration desk both in the meeting area and the dining area. There are QR codes dotted around the building which can also be used to record your registration number). There will be Stewards on hand to assist, if required.
3. The main entry is located opposite the Club Shop (facing Car Park C) – there will be Stewards available to direct you. Please note there are drop off points next to the main entrance for any Companion who is disabled or has walking difficulties. Vehicles must then be parked in Car Park C.

Upon entering, firstly record your car registration number and register your attendance. Once you enter the main Hall, please then go to the Honours Registration desk, where you will be given a seat number (and Acting Jewel if you are receiving acting rank), a Steward will then direct you to your seat.

Toilets and cloakroom (for those not dining) are located in the main hall.

A separate cloakroom, located in the Lion of Vienna Suite, has been allocated for those Companions who are dining. (You will also be able to register your vehicle in this area).

Please Note:

- Whilst the venue is all on one level, please do let us know if you have difficulty in walking and / or ascending stairs, as there will be a small number of steps onto the stage.

Appointment to Acting / Past Rank

4. On entering Provincial Grand Chapter, if you are to be **appointed to Acting Rank, or are receiving your first Appointment to a Past Rank**, you should **wear** your Apron and Sash, but **carry** the Collar with which you will be Invested.
5. If you are receiving an Acting rank your Collar Jewel will be handed to you by the Registration Steward. This Jewel should be worn at all times during your year of Office and should be returned **irrespective of any Ceremony**, on or before **28 February 2026**. ***You will then need to purchase and to wear a Past Jewel.***

Promotion to Past Rank

6. On entering Provincial Grand Chapter, if you are to receive a **Promotion to a Past Rank** you should wear the **Apron, Sash, Collar and Jewel** of your new rank.
7. **YOU WILL BE REQUIRED TO ASCEND STEPS TO THE LEFT HAND SIDE OF THE STAGE TO RECEIVE YOUR HONOUR. IF DISABLED, OR HAVE DIFFICULTY IN EITHER ASCENDING OR DESCENDING STEPS, YOU SHOULD CONTACT THE HELP DESK, [01706 833170] AT THE PROVINCIAL OFFICE, AS SOON AS POSSIBLE.**
8. I would remind you of the traditional etiquette / courtesy, if you are unable to attend the Meeting, an email or letter of apology should be sent to the ME Grand Superintendent [Email: secretariat@eastlancsmasons.org.uk or send a letter to c/o Mrs Susan O'Neill, Rossendale Masonic Hall, Ashday Lea, Haslingden Road, Rawtenstall, BB4 6QX], at the earliest opportunity. You will, subject to your acceptance, be able to use your new rank **after** the meeting of Provincial Grand Chapter.
9. Please be in your seat by 2.30pm.
10. If, on the day, you are unable to attend the meeting, as a matter **urgency** and **courtesy**, please inform the Provincial Office, **before 11.00 am.** [01706 833170].