

**CONSTITUTION
GENERAL REGULATIONS
CODE OF TRIAL BY CHARGES
RULES OF ORDER
APPROVED DECISIONS AND LAWS
OF THE
GRAND ROYAL ARCH CHAPTER
OF THE
STATE OF NEW JERSEY**

2007

ROYAL ARCH CHRONOLOGY

The various Rites of Masonry all have their peculiar date of origin and upon which they place their chronology. These dates are applied to their official documents and are usually based upon a significant period or year in the history of the respective Masonic organization.

The most significant Masonic date is that based upon the creation of the world, or the year when the Grand Architect said: "Let there be Light!" This is usually referred to in the Latin as ANNO LUCIS, or Year of Light! The particular number for that year, the first year of the creation was determined by the Irish-Anglican Bishop and theological luminary, Bishop James Ussher (1581-1656), who determined that the Year of Creation was four thousand and four years before the birth of Christ, or 4004 B.C. Bishop Ussher arrived at this date by back-dating through the Bible, though the prophets and patriarchs of the time of Adam which he then established as the beginning of the earth. His judgment was not questioned and, since it was not widely criticized by the scholars of that period, it received both popular and scientific acceptance. The theory of evolution and other scientific measurements came some two hundred years later.

In his CONSTITUTIONS of the FREE-MASONS (1723), James Anderson included a history of Masonry which indicated that Masonry was present at the Garden of Eden and therefore determined that the Year of Light should begin at that year. His marginal notes gave that year 4004 B.C. When the first Masonic documents came out that figure was rounded off to an even 4000 B.C. Thus the date for Masonic documents and commentary is found by adding 4000 to the common or vulgar year. In that manner the year **2007** is deemed the Year of Light or A.L. **6007**, arrived by adding 4000 to the common or Christian chronology.

In Royal Arch Masonry, the year is based upon the Year of the Discovery, upon which our traditions are founded. This is the year of the building of the Second Temple. This would also be based upon Bishop Ussher's work as most Bibles used such a beginning date even into the late 1800's.

Royal Arch Masons refer to this year as the Year of the Discovery (In Latin – ANNO INVENTIONIS) and usually inscribe it as A.I. or A.INV. Since this year was 530 years before the Christian Era, or the Common Era, Royal Arch Masons add 530 to the Common Era. Thus the year **2007** is recorded as A.I. **2537**.

A Masonic document is dated in this manner: Anno Lucis **6007** or A.I. **6007**; Anno Domini **2007**, or A.D. **2007**. A Royal Arch document would be dated thus: ANNO INVENTIONIS or A.I. **2537** ; A.D. **2007**.

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CONSTITUTION

PREAMBLE

We, hailing from the Masonic Jurisdiction of New Jersey and being the several Royal Arch Chapters that constitute the GRAND ROYAL ARCH CHAPTER of the State of NEW JERSEY, with the express purpose in mind of promoting unity, harmony, and Brotherly love by advancing the Capitular Rite and regulating the uniformity of our labors in dispensing MASONIC LIGHT, do ordain and declare that the following articles are the

CONSTITUTION of the GRAND ROYAL ARCH CHAPTER of the STATE of NEW JERSEY

ARTICLE I. TITLE.

Section 1.1. This Grand Royal Arch Chapter shall be styled and known by the name and title: **THE GRAND ROYAL ARCH CHAPTER of the State of NEW JERSEY.**

Section 1.2. DECLARATION OF PRINCIPLES.

Royal Arch Masonry is a charitable and educational society. The principles and tenets of this society are, as are those of Freemasonry in general, proclaimed publicly and as widely as the world would hear. It is not a secret society and its membership is often proudly proclaimed, although some of the modes of its recognitions and its symbolism are private to its membership.

Royal Arch Masonry is a fraternal or social group formed so that men may share their friendship together and further the aims of the society which are charity, education and the adoration of their great Creator.

The organization is charitable in that it is not organized for profitable gain, but to use its assets for the promotion of good deeds that lead to the welfare and happiness of mankind in general.

It is educational in that it teaches through its rites and ceremonies a beautiful system of morality and brotherhood based upon the teachings of the Volume of the Sacred Law.

It is not a religion although the Volume of the Sacred Law is always open upon our altars, and from it many of our ceremonies have been founded, teaching those lessons of morality, and yet never becoming a strictly sectarian religious body.

Royal Arch Masonry has, and will continue, to refrain from the introduction of partisan politics and sectarian religion into its deliberations. From its earliest days, both Freemasonry and Royal Arch Masonry have taught its members to be good citizens of their State and Nation, and to practice the moral law.

ARTICLE II. AUTHORITY

Section 2.1. This Grand Chapter has original and exclusive jurisdiction over the several Degrees of Royal Arch Masonry; namely, the Degrees of Mark Master Mason, Past Master, Most Excellent Master, and Royal Arch Mason, within the Jurisdiction of New Jersey. This Grand Royal Arch Chapter shall have the sole authority over the several Royal Arch Chapters, warranted by the Grand Chapter within this Grand Jurisdiction, with the power to oversee the work of these Chapters and thus promoting the harmony and brotherly love among Royal Arch Masons.

Section 2.2. This Grand Royal Arch Chapter shall have the sole authority to grant new charters or warrants within the above stated jurisdiction.

Section 2.3. This Grand Royal Arch Chapter acknowledges allegiance to the General Grand Chapter of Royal Arch Masons, International, of which, it has been a member since the inception of the Grand Royal Arch Chapter of New Jersey. The Grand Royal Arch Chapter, whose members are all Freemasons, also owes its allegiance to the Most Worshipful Grand Lodge of the State of New Jersey and its Most Worshipful Grand Master.

ARTICLE III. MEMBERSHIP of GRAND CHAPTER

Section 3.1. The Grand Chapter shall be composed of the following:

- a. Its Grand Officers
- b. The incumbent Council Officers (i.e., the High Priest, King and Scribe) of the subordinate Chapters.
- c. All Companions, who are entitled by virtue of having been elected to preside over their Chapters, to the rank of Past High Priest so long as they maintain membership in a Chapter within this jurisdiction and in their Symbolic Lodge.

Section 3.2. Each member of the Grand Chapter shall be entitled to one vote in all elections and upon all matters to be voted upon at all Annual Convocations of this Grand Chapter.

Section 3.3. The Council Officers of a subordinate Chapter (i.e. the High Priest, King, and Scribe) alone may be represented by proxy at the Annual Convocation of this Grand Chapter. This will be accomplished by completing the proper certificates and having them authenticated by the Secretary of their Chapter and bearing the Seal of the Chapter.

The Grand Secretary will issue the Proxy certificates and receive such at the Annual Convocation.

ARTICLE IV. CONVOICATIONS OF THIS GRAND CHAPTER

Section 4.1. The ANNUAL CONVOICATION of this GRAND CHAPTER shall be held in the State of New Jersey at a convenient place as near as possible to the first Saturday in the month of *March*. The time and place will be determined by the Grand High Priest in cooperation with the Committee on Time and Place. Notice of such time and place must be circulated to the various members of this Grand Chapter no later than the 31st of January immediately preceding that Annual Convocation.

Section 4.2. The quorum to open any Convocation of this Grand Chapter shall be at least five (5) elected Grand Chapter Officers (one of whom must be the Grand High Priest, Grand King or Grand Scribe), and the representatives of one third of the Chapters of this Grand Jurisdiction.

Section 4.3. Special Convoications of this Grand Chapter may be summoned at any time by The Grand High Priest as he may deem necessary. Such summons to a Special Convocation must list explicitly the business to be considered and must be in the hands of the membership at least twenty (20) days prior to the date of such Special Convocation. No business may be transacted at such Special Convocation that is restricted solely to the Annual Convocation.

Section 4.4. A nomination for any elective office of this Grand Chapter shall be made in writing to the Grand Secretary by December 31 of the year prior to the election. If no written nomination is made to the Grand Secretary for any given office by the due date, the nomination may be made, for that office, at the Annual Convocation. If one or more nominations is received for any elected office by December 31, then no further nominations for that office will be considered for the ensuing Grand Capitular year at the Annual Convocation. If there be no nomination for any office after December 31, then at the Annual Convocation such nomination may be made in writing and placed on the Grand Secretary's desk. If there be no nominations placed in the receptacle then the Grand High Priest shall call for nominations which shall be made by a member of the Grand Chapter calling out the name of the candidate from the floor. The hour for the close of nominations and the hour of the election will be stated in the summons to the Grand Chapter.

ARTICLE V. THE OFFICERS of the GRAND ROYAL ARCH CHAPTER

Section 5.1. THE ELECTIVE OFFICERS

Section 5.1.1. The elective officers of this Grand Chapter shall be:

- Grand High Priest,
- Grand King,
- Grand Scribe,

- Grand Treasurer,
- Grand Secretary,
- Deputy Grand Treasurer;
- Deputy Grand Secretary;
- Grand Captain of the Host,
- Grand Principal Sojourner,
- Grand Royal Arch Captain,
- Three (3) Grand Trustees.

Section 5.1.2 Each of the above named officers, except the Grand Trustees, shall be elected at the Annual Convocation for a term in office of one (1) year, and by a majority ballot of the members of the Grand Chapter present.

Section 5.1.3. The Grand Trustees shall be elected for a term of three (3) years, one each year. Should a vacancy occur, a replacement will be elected to complete the vacant term only. The Grand High Priest may designate an intermediary replacement to fill the vacant position until elections at the ensuing Annual Convocation.

Section 5.1.4. No elective officer of this Grand Chapter may be elected or hold more than one (1) elected office at a Convocation, except in the case of the position of the Grand Treasurer and Grand Secretary, which offices may be held by the same person.

Section 5.1.5. To be eligible to hold elective office in this Grand Chapter, a Companion must be a member of this Grand Chapter as defined in Article III, Section 3.1.

Section 5.2. THE APPOINTIVE OFFICERS

Section 5.2.1. The appointive officers of this Grand Chapter shall be named by the Grand High Priest at the Annual Convocation, and shall be in office for a period of one year and until their successors have been appointed and installed. They are:

- one (1) or more Grand Marshall(s), at the discretion of the Grand High Priest
- four (4) Grand Chaplains;
- three (3) Grand Masters of the Veils;
- one (1) Grand Lecturer or Grand Instructor;
- one (1) Grand Historian;
- one (1) Grand Tyler.

The Grand High Priest may, at his discretion, appoint a Grand Soloist, or Grand Organist, who must be a member of a Chapter in this Grand jurisdiction.

Section 5.2.2. To be eligible for appointment to the above offices, a Companion must be a member of this Grand Chapter as noted in Article III, Section 3.1., except for the appointive offices of Grand Historian, Grand Chaplain, Grand Soloist, or Grand Organist, who must be a member of a Chapter in this Grand Jurisdiction.

Section 5.3. TITLES OF GRAND OFFICERS

Section 5.3.1. All Royal Arch Masons shall be addressed as COMPANION at Royal Arch Functions.

Section 5.3.2. The Grand High Priest, when addressed at Royal Arch Functions, will have the title MOST EXCELLENT GRAND HIGH PRIEST; when presented or introduced, his title will be MOST EXCELLENT COMPANION (NAME), THE GRAND HIGH PRIEST of the GRAND ROYAL ARCH CHAPTER OF THE STATE of NEW JERSEY. Past Grand High Priests retain the title of MOST EXCELLENT COMPANION (NAME)...

Section 5.3.3. All other Companions, elected or appointed, while in office of the Grand Chapter, shall be addressed as RIGHT EXCELLENT COMPANION (NAME). They will retain that title after leaving office only if they have previously held the office of High Priest in a Chapter. Companions, who have held the office of High Priest in a Chapter, but not a Grand Chapter office, will retain the title of EXCELLENT COMPANION (Name). A Grand Officer who, had not served as a High Priest in any Chapter at the time of his holding a Grand Chapter appointment but who has subsequently been installed as a High Priest, shall then be addressed as Right Excellent Companion.

Section 5.3.4. Companions who have been appointed to serve as a Grand Representative to this Grand Chapter by another Grand Chapter near this Grand Chapter shall not be eligible to the title of RIGHT EXCELLENT COMPANION unless they have the right to that title per Section 5.3.3 above.

Section 5.4. No officer, elected or appointed, in this Grand Chapter or a subordinate Chapter, can be installed into his office by proxy. An officer, who is unable to be installed because of Military Service Obligations, may be installed by proxy, with the approval of the incoming Grand High Priest. Before an officer-elect can be installed into his office, he shall assume the prescribed obligation, which can only be performed in person.

Section 5.5. All officers thus installed hold their respective offices until their successors have been elected, or appointed, and installed.

Section 5.6. All elected and appointed officers of Grand Chapter, or of a subordinate Chapter, shall assume the obligation and be installed in accordance with the Installation as given in THE MANUAL of the CHAPTER, a MONITOR for ROYAL ARCH MASONRY, by John Sheville and James L. Gould, and revised by Henry Snowden Haines, PGHP.

ARTICLE VI. THE DUTIES OF THE GRAND OFFICERS

Section 6.1. The GRAND HIGH PRIEST is of right the presiding officer of the Grand Royal Arch Chapter and of every Convocation of Royal Arch Masons as such in this jurisdiction. He may suspend, until the next Annual Convocation, the operation of any rule or regulation that is not a Landmark at his pleasure. He is not answerable for his acts as Grand High Priest, except in matters committed while in office, that constitute a criminal violation of the laws of the State of New Jersey or of the Federal Government, for which he can be held answerable to the Grand Chapter, but only after he has completed his term of office. He may deputize any member of this Grand Council to do any act, in his absence, which he himself might do if present. The Grand High Priest shall decide all questions of order without debate. It shall be the duty of the Grand High Priest to require strict conformity to Masonic Law, established customs and usages by all officers and members of this Grand Chapter; to exercise all powers and prerogatives relating to his office and strictly adhering to the provisions of this Grand Constitution and the General Regulations; and to perform all the executive functions of his office, presiding over the Grand Chapter when in session and exercising the executive powers when not in session.

Section 6.2. The Grand King is the second officer of the Grand Chapter. He is to assist the Grand High Priest in the discharge of the duties of that office. These duties of the Grand High Priest would devolve upon him should a vacancy occur in the first office. He shall perform such other duties as the Grand High Priest may from time to time assign to him.

Section 6.3. The Grand Scribe is the third officer of the Grand Chapter. He is to assist the Grand High Priest in the duties of that office, and in the event of a disability or vacancy in the first two offices, he would assume those duties. At all other times he would perform such duties as the Grand High Priest would from time to time assign to him.

Section 6.4. The Grand Treasurer. It shall be the duty of the Grand Treasurer to have charge of all monies and vouchers of the Grand Chapter. He shall deposit all monies received from the Grand Secretary in a bank in the name of the Grand Chapter, and shall pay all orders duly drawn under the direction of the Grand Chapter and bearing the signatures of the Grand High Priest and Grand Secretary. He shall report annually, in writing, to the Grand Chapter in session, and to the Grand High Priest, whenever directed, on the receipts and disbursements of the Grand Chapter (by item), together with the balance on hand; and he shall pay and deliver to his successor in office all monies, books, records, writings, and property of the Grand Chapter which are in his possession, with the assignments when necessary. At the written request of the Grand Secretary, the Grand Treasurer will report all financial information required for Federal and State reporting purposes within thirty days of such request.

Section 6.5. The Grand Secretary. It shall be the duty of the Grand Secretary to faithfully record the proceedings of Grand Chapter; to receive, file, and safely preserve

all the papers and documents of the Grand Chapter; to sign and certify all instruments of the Grand Chapter with the Seal of the Grand Chapter, which he will also be the custodian during his term in office; to receive and keep a true account of all monies of the Grand Chapter, and pay over the same, without delay, to the Grand Treasurer, taking his receipt for the same; to report annually to the Grand Chapter the monies received by him (by items) and also the sources from which received; to report the returns of the several Chapters, as well as to list the Chapters who have not made the proper returns; to report all other information as to the state of the several Chapters as may be proper for the information of the Grand Chapter; to conduct the correspondence of the Grand Chapter under the direction of the Grand High Priest; to draw up and sign all orders on the Grand Treasurer for the payment of bills and other transactions of the Grand Chapter, and to forward these to the Grand High Priest for his approval and signature. Finally, to attend all such matters and duties that, by ancient Masonic customs and usages, pertain to his office. The Grand Secretary is responsible for the timely and accurate reporting of Grand Chapter finances to the State and Federal Government (Form 99)

Section 6.6. The Deputy Grand Secretary and Deputy Grand Treasurer. It shall be the duty of this officer or these officers to assist his superiors and familiarize himself with the duties of those offices, that he may, in emergency circumstances, perform such duties of either of these offices. At all other times he shall perform such duties as the Grand High Priest may assign.

Section 6.7. The Grand Trustees. It shall be the duty of the Grand Trustees to invest all monies of the Grand Chapter in the manner and in the disposition to be designated by the Grand Chapter; to report annually, in writing, to the Grand Chapter, and to the Grand High Priest whenever required, the nature of the investments made by them, and render a statement of all property and securities in their hands, with the location or place of deposit of all the trusts held by them belonging to the Grand Chapter; to pay to the Grand Treasurer all monies collected by them on account of such investments, and to pay and deliver to their successors in office all securities, investments and property, of whatever nature, held by them in trust for the Grand Chapter, under their control, with all proper assignments and transfers.

Section 6.8. The Grand Lecturer. It shall be the duty of the Grand Lecturer to instruct the Standard Work and Lectures of the several degrees of the Royal Arch Chapter to the District Deputy Grand High Priests and to the officers of the several Chapters; and, when requested by the Chapter to instruct the officers and members... It shall also be his duty to attend the Annual Convocations of Grand Chapter, and, if required, to exemplify before it, or a committee thereof, some portion or all of the Standard Work and Lectures of the Grand Chapter Ritual, of which he shall be the Custodian and Conservator, subject to the will of the Grand Chapter. The Grand High Priest shall divide this Grand Jurisdiction into several districts for the convenience and purpose of instructing and disseminating the Standard Work of the Chapter; he will appoint a District Deputy Grand High Priest in each of these districts to assist in this work.

Section 6.8.1. The District Deputy Grand High Priests. It shall be the duty of the several District Deputy Grand High Priests to instruct the Standard Work and several Lectures of the Capitular Degrees to the Chapters within the district assigned to him. It shall also be his duty to attend the Schools of Instruction that may be called by the Grand High Priest and conducted under the supervision of the Grand Lecturer.

Section 6.8.2. It shall also be the duty of the District Deputy Grand High Priests to visit officially, once each year, each Chapter in his district. On that occasion he shall be received as the representative of the Grand High Priest. He shall inspect and correct the Standard Work when necessary; to see that the minutes are properly recorded; to see that the Book of Marks is current; and report the general conduct of the Chapter. This report will be made to the Grand High Priest. He shall also attend the Schools of Instruction conducted by the Grand Lecturer. He shall have no other authority except that which the Grand High Priest may dispense to him on specific occasions.

Section 6.9. Other Grand Officers. It shall be the duty of all officers of this Grand Chapter to perform such duties appertaining to their respective offices as the Grand High Priest shall direct from time to time.

Section 6.10. For the faithful discharge of their respective offices, the Grand Secretary and the Grand Treasurer may receive such compensation as the Grand Chapter may from time to time determine.

Section 6.11. The Grand Treasurer, the Grand Secretary, and the Grand Trustees, shall be bonded in such manner as the Grand Chapter shall direct.

Section 6.12. Dispensations to Close Constituent Chapters. Unless suspended or modified by the Grand High Priest, during his term of office, dispensation to Close Chapters in Ample Form is granted as follows:

- a. Elected Line Officers and Past Grand High Priests - Any Constituent Chapter in the State of New Jersey
- b. District Deputy Grand High Priests - Any Constituent Chapter in his District.
- c. Appointed Grand Chapter Officers - Any Chapter in which he is a member or an affiliate member during his term of office.

ARTICLE VII. NEW WARRANTS, SURRENDER of WARRANTS, CONSOLIDATION of CHAPTERS, and ARREST OF WARRANTS

Section 7.1. NEW WARRANTS. A group of Royal Arch Masons, residing within this Grand Jurisdiction, numbering at least nine (9) regular Royal Arch Masons, may petition the Grand High Priest for a dispensation to form a new Royal Arch Chapter. The petition must be submitted on the regular form (see Page 33) and be accompanied by a

recommendation attesting to their proficiency from the nearest Royal Arch Chapter. The petition must be accompanied with a payment of ninety dollars (\$90.00). This will be payment for the warrant which can only be granted by the Grand Royal Arch Chapter at an Annual Convocation. If the warrant is denied, the payment (\$90.00) will be returned to the Companions to whom the dispensation has been granted, upon return of the dispensation. The individuals pledging the \$90.00 may be reimbursed from the Chapter upon its having been granted a Warrant.

Section 7.2. SURRENDER of a WARRANT. A struggling Chapter may surrender its warrant by two-thirds (2/3) vote of its members, present and voting, at a regularly stated Convocation of the Chapter. Before such a vote is taken on the surrender of a warrant, the Chapter must give at least three (3) month's notice of such pending action by publication in the Chapter's regular monthly, bimonthly or quarterly notice. A summons to all members must be served at least thirty (30) days prior to the regular Convocation at which the surrender vote is scheduled to be taken. The Grand High Priest must be notified in writing, at least 30 days prior to any and all of these actions.

Section 7.2.1 The members of the Chapter shall have one year from the date of surrender of the Warrant to attain membership in any other Chapter in the State, or their membership in Royal Arch masonry shall be deemed void.

Section 7.3. CONSOLIDATION OF CHAPTERS. Two or more Chapters may consolidate and unite into one Chapter, pursuant to a favorable vote of two-thirds of the members present and voting at a meeting of each Chapter, duly summoned for that purposed. PROVIDED, that such action and/or consolidation shall be approved by the Grand Royal Arch Chapter or, if it is not in session, by the Grand High Priest, under such conditions as the Grand Chapter may impose, or the Grand High Priest, may impose.

Section 7.3.1. The name and number of the newly consolidated or merged Chapter shall be determined by mutual agreement which shall be clearly stated in the resolutions of the Chapters when the voting for consolidation and surrender of charters takes place.

Section 7.3.2. Each Chapter involved in the consolidation or merger must furnish to the Grand Chapter, if in session, or to the Grand High Priest, a certified statement, under the seal of the Chapters, of its membership and their standing at that time, and a list of its resources and liabilities. The new warrant for the consolidated Chapter shall not be issued to the new Chapter until such lists and statements have been received and are on file with the Grand Chapter.

Section 7.3.3. The records, funds, resources and all paraphernalia of the consolidated Chapters shall become the sole property of the newly established Chapter, which shall assume all obligations and liabilities of the Chapters involved. The members of each of the Chapters shall have all the rights and privileges of the newly consolidated and warranted Chapter.

Section 7.4. ARREST or SUSPENSION of a WARRANT.

Section 7.4.1. The Grand High Priest may suspend the Warrant of a Chapter if it fails to submit its Annual Report and Payment of Per-Capita thirty days after the Chapter has been informed, in writing, by the Grand Secretary. At his discretion, the Grand High Priest may fine a delinquent Chapter the amount of \$5.00 for each week the Chapter is delinquent past the due date. A Chapter refusing to pay such fine will have its Warrant suspended until payment is made to the Grand Chapter or until the Grand High Priest relieves the Chapter of its fine.

Section 7.4.2. No arrest or forfeiture of the warrant of a Chapter may be made except by way of charges made in the Grand Chapter during the Annual Convocation. Due notice and an adequate opportunity shall be given to the Chapter charged to defend itself. The warrant of a Chapter may be suspended by the Grand Chapter if in session, or by the Grand High Priest, but only upon proper cause and only after a full and impartial hearing. Any suspension shall not extend beyond the subsequent Annual Convocation, and then only by a majority vote of the members of the Grand Chapter, present and voting.

Section 7.4.3 Upon the forfeiture of the warrant of a Chapter, the members of the Chapter shall have one year from the date of forfeiture to obtain membership in any other Chapter in this State, or their membership in Royal Arch Masonry shall be deemed void.

ARTICLE VIII. AMENDMENTS, ALTERATIONS, NEW ARTICLES, and/or REVISIONS OF THIS GRAND CONSTITUTION.

Section 8.1. No amendment, alteration, new article, and/or revision of this Grand Chapter Constitution may be proposed except at the Annual Convocation of the Grand Royal Arch Chapter of the State of New Jersey or at a Stated Meeting of the Grand Chapter.

Section 8.2. An amendment, alteration, addition or new article, and/or revision to this Constitution must be submitted in writing at an Annual Convocation of this Grand Chapter, and be signed by five (5) members of this Grand Chapter, hailing from five (5) different Chapters. It must be referred to the Committee on Constitution for proper form and accuracy. It shall be then laid over until the next annual Convocation for consideration and ballot, unless by the unanimous consent of the Grand Chapter, at the time of submission, it may be considered and balloted upon.

Section 8.3. A two-thirds (2/3) favorable vote shall be required to approve any amendment, alteration, addition, new article, or a revision of this Constitution.

Section 8.4. A recommendation to change this Constitution may not be made by the Grand High Priest at his Annual Address to the Grand Royal Arch Chapter, but such change must be submitted as detailed in Section 8.2.2 above.

Section 8.5. Upon the approval and acceptance of this Grand Constitution by the Grand Royal Arch Chapter, all prior written Constitutions and General Regulations are hereby repealed and of no further lawful effect.

**THE
GENERAL REGULATIONS
of the
GRAND ROYAL ARCH CHAPTER
Of the
STATE of NEW JERSEY**

REGULATION I. SUBORDINATE or LOCAL CHAPTERS.

Section 1.1. The GRAND ROYAL ARCH CHAPTER of the State of NEW JERSEY is composed of subordinate or local Chapters of Royal Arch Masons, each of which operates under a warrant or charter from the Grand Chapter which empowers that Chapter to confer the degrees of Royal Arch Masonry and perform any other labors of Royal Arch Masonry. Each Chapter shall have as a minimum nine (9) Royal Arch Masons as members.

Section 1.2. BY-LAWS of SUBORDINATE CHAPTERS. Each Chapter shall have the right and privilege to make such By-Laws as may be required for its government and labors. Such By-Laws must be compatible with the Constitution and General Regulations of the Grand Chapter. Such matters as are covered in the Grand Chapter Constitution and General Regulations need not be again repeated in the subordinate Chapter's By-Laws.

Section 1.2.1. All By-Laws of a subordinate Chapter, after approval by the Chapter, shall be submitted in triplicate, signed by the three (3) principal officers of the Chapter and the Secretary, and bearing the seal of the Chapter, to the Grand Chapter for approval. If the Committee on Constitution recommends approval of these By-Laws and the Grand High Priest signs his approval, the By-Laws become effective. The Grand High Priest will report his action to the Annual Convocation of Grand Chapter for concurrence.

Section 1.2.2. All amendments, changes, alterations, and/or new By-Laws shall be submitted in the same manner. The By-Laws of each Chapter will include the procedures by which these changes may be made. (See Page 34 for form of submission.)

Section 1.3. CHANGE of a CHAPTER'S PLACE of CONVOCATION. A Chapter shall not move its place of Convocation or Meeting from the location named in its Warrant, or its latest By-Laws, except by an affirmative vote of two-thirds of the members, present and voting, at a regular Stated Convocation. The summons to the Convocation shall state the action of moving and shall be in the hands of the members at least ten days prior to such meeting. A move from the stated locality must receive, in advance, the sanction of the Grand High Priest, subject to the approval of the Grand Chapter, if in session.

Section 1.4. QUORUM. No Chapter shall be opened, nor business be transacted, nor shall the Royal Arch Degree be conferred, unless there shall be present at least nine (9) regular Royal Arch Masons.

Section 1.5. MINIMUM ACTIVITY of a SUBORDINATE CHAPTER. Each subordinate Chapter shall meet at least once in each year; and a Chapter neglecting to hold any Convocation for one year, or failing to make returns for two (2) years consecutively, shall be liable to forfeiture of its warrant. Such forfeiture of warrant, under this section, shall be done only after investigation by the Grand High Priest or his representative, and by vote of the Grand Chapter at the Annual Convocation. (See Constitution, Article VII, Section 7.4.)

REGULATION II. OFFICERS and the ELECTIONS in the SUBORDINATE CHAPTERS.

Section 2.1. A subordinate Chapter, holding a warrant from this Grand Chapter of New Jersey, shall have the following officers:

- High Priest,
- King,
- Scribe,
- Treasurer,
- Secretary,
- Captain of the Host,
- Principal Sojourner,
- Royal Arch Captain,
- Chaplain,
- Three (3) Grand Masters of the Veils,
- Tyler.

Section 2.2. The elective officers of a subordinate Chapter shall be:

- High Priest,
- King,
- Scribe,
- Treasurer,
- Secretary,
- Captain of the Host,
- Principal Sojourner,
- Royal Arch Captain

who shall severally be elected at the Annual Convocation of the Chapter, by a majority of the ballots cast in a secret ballot of the members present. They shall hold their office until the next annual Convocation of the Chapter and until their successors have been elected and installed.

Section 2.3. The appointive officers of a Subordinate Chapter shall be:

- Three (3) Grand Masters of the Veils,

- Chaplain,
- Tyler,
- Historian,

who shall be appointed by the High Priest after his election, and shall hold their respective offices until the next Annual Convocation and until their successors in office have been appointed and installed. The High Priest shall be addressed as Most Excellent High Priest; the King and Scribe as Excellent; and all others as Companion followed by their office; viz., Companion Captain of the Host, et al.

Section 2.4. Every member of a Chapter, in good standing, shall be entitled to one (1) vote in the election of the officer, and in all other business of the Chapter.

Section 2.5. The ANNUAL CONVOCATION of each chapter shall be last before the Feast of Saint John the Evangelist, or the 27th of December in each year. No election shall take place on the 24th, 25th or 31st of December in each year, or on a legal holiday. The installation of the officers shall take place immediately after the election, or it may be done at a special convocation called for that purpose and held before the next regular convocation. An Open Installation may be held with the permission of the Grand High Priest who will give his dispensation therewith.

Section 2.6. All officers, elected or appointed, shall, prior to their installation, assume the Obligation of their office as noted in the Constitution, Article V, and Section 5.8.

Section 2.7. The results of the election and the appointment of the officers of a Chapter shall be reported to the Grand Secretary, in writing, within seven (7) days after such Annual Convocation.

REGULATION III. The SEAL and RECORDS of a CHAPTER.

Section 3.1. The SEAL. Each Chapter will have an impression type seal to authenticate the official papers of the Chapter. A copy of such seal shall be on file in the Grand Secretary's office.

Section 3.2. The RECORDS of a SUBORDINATE CHAPTER. Each chapter will maintain a complete record of its activities with, at a minimum, the following records: (1) a minute book, to record all the Convocations of the chapter and all such is proper to be written; (2) a copy of the By-Laws of the Chapter; (3) a record book with a list of the members and any transactions of the Chapter; (4) the financial records of the Chapter; (5) a copy of the Constitution and General Regulations of the Grand Chapter; (6) the most recent copy of the Proceedings of the Grand Chapter; (7) a Book of Marks.

Section 3.3. The BOOK of MARKS will contain the personal mark of each Mark Master Mason of the Chapter. Each member will select his mark and file his own distinctive Mark after he has been advanced to the Degree of Mark Master Mason.

Section 3.3.1. Each Mark Master Mason must select his own design which shall become his Mark. It must be unique and not used by another. If, however, the mark he shall select be inscribed on a jewel or badge of a deceased Brother, that mark may be adopted as his own, provided it shall have come to him as a gift of inheritance and is in his possession, unencumbered by any pledge.

Section 3.3.2. An affiliated Royal Arch Mason, from this or any other regular jurisdiction, must record a duplicate of his mark with the Chapter in this Grand Jurisdiction with which he affiliates, and such record will bear the words, "COPY".

Section 3.3.3. No Mark Master Mason shall advance to be exalted to the degree of Royal Arch Mason until he shall have chosen his mark and it has been recorded in the Book of Marks. In the event of the four degrees being conferred on one date, a copy of the mark must be recorded at the next regular Convocation of the Chapter.

REGULATION IV. MEMBERSHIP

Section 4.1. The sole responsibility for membership in any Royal Arch Chapter shall rest in the ballot of the Chapter.

Section 4.2. ELIGIBILITY to MEMBERSHIP. Any Master Mason, in good standing in his Lodge, which may be either in a Lodge owing allegiance to the Grand Lodge of New Jersey, or to a Lodge that is subject to a Grand Lodge fraternally recognized by the Grand Lodge of New Jersey, is eligible to petition a Royal Arch Chapter within the jurisdiction of this Grand Chapter.

Section 4.2.1. AFFILIATION. Any Royal Arch Mason, in good standing in a recognized Chapter of Royal Arch Masons, without fee, may petition to affiliate with any Chapter under this Grand Chapter. His petition, after being received, may be balloted upon at any regular convocation of that Chapter. If elected to membership, he is entitled to all the rights and privileges of the Chapter after he has signed the By-Laws of the Chapter.

Section 4.2.2. If a petitioner indicates that his affiliation is not as a dual member, he must file a demit from his former Chapter before the affiliate membership is completed. The Secretary will write CANCELLED across the face of the demit and fix the seal of the Chapter, thus invalidating the demit from any further use.

Section 4.2.3. If the petitioner indicates that the affiliation is for dual membership, he must present some document (Dues Card, Certificate of Good Standing, etc.) from his present Chapter.

Section 4.3. PETITION for MEMBERSHIP. The petition, or application, for membership by a Master Mason shall be made to a Royal Arch Chapter on the regular form, signed by the petitioner and giving his full name, age, residence, and occupation. He shall indicate his Lodge affiliation and if he has ever been rejected, or has ever previously applied for the degrees of Royal Arch Masonry. The petition shall also bear

the signatures of two Companions, members of the Chapter or two members of the Grand Chapter, who recommend the applicant.

Section 4.4. INVESTIGATION and BALLOT. The petition of a Master Mason for the degrees of the Chapter shall be read at a regular Convocation of the Chapter and referred to a Committee of Investigation. This Committee will make due inquiry into the facts on the petition, the character of the applicant, and his Masonic standing. The Committee may report and ballot taken at the same or subsequent convocation of the Chapter. The ballot will be as referenced in “The Ballot” on Page 28.

Section 4.5. EFFECTIVE DATE of the PETITION. Any petitioner who has been elected to receive the degrees of the Chapter, and who fails to present himself for advancement within the year after notice has been given him, shall forfeit all privileges of that election; and all claims between him and the Chapter shall be dissolved unless by a vote of the Chapter, taken before the expiration of the one year period, the time may be extended.

Section 4.6. WITHDRAWAL of the PETITION. A petition for the degrees of the Chapter may be withdrawn by the unanimous consent of the Chapter up to the time the Committee of Investigation has made its report. It cannot be withdrawn once the Committee report is received, but the petition must then go to a ballot.

Section 4.7. REJECTION of the PETITION. A Brother whose petition has been rejected shall not petition any other Chapter in this Grand Jurisdiction without the consent of the original Chapter (by a three-quarters vote of the members present at a regular convocation). Such penal jurisdiction shall be terminated by a bona-fide removal from the State of New Jersey. All fees will be returned in the event of a rejection of a petition.

Section 4.8. WAIVERS of JURISDICTION. All Chapters in New Jersey shall share concurrent jurisdiction. All requests for a waiver of jurisdiction over petitioners whose legal residence is outside the territorial limits of this Grand Chapter shall be extended or obtained through the office of the Grand Secretary.

Section 4.9. FEES. A Chapter shall not confer the degrees of the Chapter for less sum than twenty-five dollars (\$25.00), fifteen dollars (\$15.00) of which shall accompany the petition (which shall be returned in the case of rejection), and the balance to be paid prior to the conferral of the Mark Master Mason Degree.

Section 4.9.1. The degrees of the Chapter shall not be conferred on credit, nor shall a promissory note be received therefore.

Section 4.10. HONORARY MEMBERSHIP. Any Chapter, including the Grand Chapter, may confer honorary membership upon a deserving Royal Arch Mason. This action does not require any special qualification nor does it extend any special or unusual privilege. An honorary member is not liable for dues or assessment. Likewise, the honorary

member has no voice in the affairs of the Chapter. In a similar manner, a Chapter may confer honorary rank upon a deserving companion, but this rank extends no privilege beyond the honor so conferred.

Section 4.11. DEMIT. Any member of a Chapter, being in good standing, who desires to withdraw his membership, is entitled to a demit. Such a request may be made in open Chapter or in writing and signed by the Companion so requesting.

Section 4.11.1. Objection to a demit must take the form of charges, which must be sustained to prevent issuance of the demit.

Section 4.11.2. The Companion demitting is liable only for such dues and assessments for the portion of the year for which he was a member prior to receiving his demit.

Section 4.11.3. Duplicate demits cannot be issued. The Grand Secretary, upon receiving from the Chapter which issued the original demit satisfactory proof of its identity and the circumstances of its loss or destruction, may, with the approval of the Grand High Priest, issue a letter of good standing which shall have the force of a demit.

Section 4.11.4. Neither the Grand Chapter nor any Grand Officer may issue a demit. That authority rests solely with the Chapter from which the member wishes to demit.

REGULATION V. The DEGREES of ROYAL ARCH MASONRY.

Section 5.1. The recognized degrees of Royal Arch masonry are four in number;

- (1) the Mark Master;
- (2) the Past Master;
- (3) the Most Excellent Master; and
- (4) the Royal Arch.

These degrees must be conferred in this order.

Section 5.2. RITUAL. The only authorized ritual for this Grand Jurisdiction is the STANDARD WORK and LECTURES of ROYAL ARCH MASONRY, as approved and authorized by the Grand Royal Arch Chapter of New Jersey. The approved Monitor is "THE MANUAL OF THE CHAPTER, A MONITOR FOR ROYAL ARCH MASONRY" BY John Sheville and James L. Gould, and revised by Henry Snowden Haines, PGHP.

Section 5.3. GRAND LECTURER. The Grand Lecturer shall be the Custodian of the Standard Work and Lectures of the several degrees, and he shall promulgate this work to the several Chapters as required and give instruction as may be requested by the Chapters of as he may deem necessary. He will direct the several District Deputy Grand High Priests to assist him and insure that the work of the Chapters is precise and accurate.

Section 5.4. VISITORS. No Royal Arch Mason will be admitted as a visitor or accepted as an affiliate to a Chapter in this Grand Jurisdiction unless he shall have received the three (3) degrees of Ancient Craft masonry and the four (4) degrees of Royal Arch Masonry. Royal Arch Masons, hailing from a jurisdiction that does not confer the four (4) degrees of Royal Arch masonry for exaltation to the Royal Arch Degree, must be obligated in such degrees as are not conferred in the jurisdiction from which they hail. This healing shall be performed without fee or charge.

REGULATION VI. RETURNS to the GRAND CHAPTER.

Section 6.1. ANNUAL RETURNS. Every subordinate Chapter shall pay into the treasury of the Grand Chapter the sum of five dollars (\$5.00) for each member of the Chapter and ten dollars (\$10.00) for each Companion exalted during the year of the Annual Report.

Section 6.1.2. The ANNUAL REPORT. Each Chapter shall within one week after the Annual Convocation forward to the Grand Secretary the Annual Report of the Chapter (on the prescribed forms) containing the exact names and titles of the officers and Past High Priests of the Chapter; the report will also record the activities of the Chapter, expulsion, and reinstatements of members. The report will list the date, time and location of the Convocations of the Chapter. Such Annual Report shall be signed by the High Priest and Secretary and bear the seal of the Chapter impressed thereon.

Section 6.1.3. FAILURE TO MAKE RETURNS. Any Chapter failing to make the required returns to the Grand Chapter, and to pay its dues and fees to the Grand Chapter by the last day of January (January 31st) of the current year, shall not be entitled to be represented at the Convocation of the Grand Royal Arch Chapter. The Grand High Priest shall have the authority to remit this penalty.

REGULATION VII. APRONS and JEWELS.

Section 7.1. All aprons worn by Royal Arch Masons are to be fourteen inches (14") by sixteen inches (16") in size. The flap or bib is to be five inches (5") to the point of the bib which will be triangular in shape.

Section 7.1.1. COMPANIONS' APRONS. White material, lined white and bound with one-inch scarlet tape or braid, both on the body and bib, the strings to be of the same material. Stamped on the bib, only in scarlet, a triple tau within a triangle and all within a circle.

Section 7.1.2. OFFICERS' APRONS. Lambskin, bound with one an one-quarter inch (1 ¼") and on the flap, one inch (1") scarlet moiré ribbon, stamped or embroidered on flap only, a triple tau within a triangle and all within a circle in scarlet, tie strings, or light girdle, and scarlet lined.

Section 7.1.3. PAST HIGH PRIEST. Same as officers' apron and in addition, a scarlet triangle and breast plate within a triangle, stamped or embroidered in scarlet on the body of the apron, scarlet lined, white field.

Section 7.1.4. GRAND OFFICERS (except the GRAND HIGH PRIEST). Lambskin, bound with one and five-eighths inch (1 5/8") and on the flap, one and one-quarter inch (1 1/4") scarlet moiré ribbon, one-half inch (1/2") gilt lace to border the ribbon and skin on the body (not on the flap), two tabs trimmed at the bottom with two inch (2") fringe—tabs to be three-quarters (3/4) of the apron from top to bottom and hand loose; embroidered on flap only, a triple tau within a triangle on a field of scarlet, surrounded by a wreath of gold or yellow silk; scarlet lined.

Section 7.1.5. GRAND HIGH PRIEST (also PAST GRAND HIGH PRIEST). Lambskin, bound with two inch (2") and on flap with one and five eighths (1 5/8") scarlet moiré ribbon, with one-half inch (1/2") gilt lace to border the ribbon and the skin on body only; two (2) tabs trimmed at the bottom with two inch (2") silk fringe—tabs to be three-quarters (3/4) length of apron top to bottom and to hang loose. Embroidered on the flap—a triple tau within a triangle on a field of purple surrounded by a wreath of gold or yellow silk, and embroidered on the body of the apron, a triple triangle and a breastplate within a triangle in gold or yellow and surrounded by a wreath of gold or yellow silk, lined with scarlet.

Section 7.2. JEWELS. The jewels of the officers of the Grand Royal Arch Chapter shall be as currently authorized.

REGULATION VIII. AWARDS.

Section 8.1. The JUNIUS C. H. SCHMIDT MEDAL. The Grand High Priest shall have the sole responsibility for the selection of the recipient and the awarding of the JUNIUS C. H. SCHMIDT MEDAL. This Medal is authorized to commemorate the memory of one of New Jersey's most devoted, highly respected and early beloved Royal Arch Masons. It may be awarded to an extremely deserving Companion who is a member within this Grand Jurisdiction; and also, this award may be made to a distinguished Royal Arch Mason hailing from a Grand Royal Arch Chapter near the Grand Royal Arch Chapter of New Jersey.

Section 8.1.1. While the choice of a recipient of the JUNIUS C. H. SCHMIDT MEDAL lies within the judgment of the Grand High Priest, it is the fervent hope of this Grand Chapter that its conferral will be governed with such discretion that it will never diminish the shadow cast by our late Companion JUNIUS C. H. SCHMIDT for he cast a giant shadow.

Section 8.2. A CERTIFICATE of MERIT may be awarded to any member of a Chapter under the Grand Royal Arch Chapter of New Jersey for the performance of meritorious duty or service to our Royal Craft. This may be for a specific act during any

one year, or it may be awarded for sustained and faithful service over a period of many years to a Chapter or to the Craft in general.

Section 8.2.1. Recommendations for this CERTIFICATE of MERIT shall be made by vote of the Chapter. The recommendation will then be prepared in narrative form, detailing the facts thereof, and forwarded to the Committee on Meritorious Awards under the signature of the High Priest and Secretary and bearing the seal of the Chapter. The Committee shall investigate the submission and report in writing to the Grand High Priest who will make the final decision on the award.

Section 8.2.2. Not more than one recommendation for CERTIFICATE of MERIT may be submitted by any Chapter in each Capitular year.

Section 8.3. The GENERAL GRAND CHAPTER DISTINGUISHED SERVICE MEDAL (Bronze). The selection for this award is the sole responsibility of the Grand High Priest. He will make the presentation at such time and place as he shall desire.

REGULATION IX. GRAND REPRESENTATIVES.

Section 9.1. The Grand High Priest is authorized to appoint or exchange Grand Representatives of this Grand Chapter to the several Grand Chapters with which this Grand Chapter is in fraternal communication or enjoys fraternal recognition. The purpose of such exchange is to encourage and develop a continuing fraternal relationship between this Grand Chapter and the several Grand Chapters near the Grand Royal Arch Chapter.

Section 9.9.1. This Grand Chapter shall not recognize any Grand Chapter whose Grand Lodge is not recognized by the Grand Lodge of Free and Accepted Masons of the State of New Jersey.

Section 9.1.2. Grand Representatives have no authority to act in behalf of or to represent the Grand Chapter of New Jersey except on receiving specific written instructions from the Grand High Priest.

Section 9.2. The Grand Representatives near this Grand Jurisdiction who fail to attend or to make a written report to this Grand Chapter at three successive Annual Convocations may be considered to have resigned their commissions as Grand Representatives. The Grand High Priest will then nominate a successor.

Section 9.3. Grand Representatives shall serve at the will and pleasure of the Grand High Priest.

Section 9.4. The Commission as a Grand Representative does not confer any special title other than that expressed in his commission.

REGULATION X. MEMBERSHIP CARDS

Section 10.1. DUES and IDENTIFICATION (D&I) CARDS. Every Royal Arch Mason, a member of a subordinate Chapter, having paid his dues and assessments for the current year, shall have issued to him a Dues and Identification (D&I) card as a certificate of good standing. The D&I card will have a space for the signature of the Companion and, when signed by him, validates the card. The D&I Card will have on the reverse the printed seal of the Grand Chapter and the printed signature of the Grand Secretary attesting to the regularity of the Grand Chapter.

Section 10.1.1. The D&I card will have a date placed on it indicating the date to which dues have been paid.

Section 10.2. PREPARATION of D&I CARDS. All D&I cards will be prepared by the Grand Secretary. They will be supplied on request to the Chapters. The cost will not be more than the cost of preparation.

Section 10.3. FIFTY YEAR CARDS (GOLD). A suitable card in a gold color and bearing the Seal of the Grand Chapter or other suitable insignia of the Royal Arch and bearing the words that indicate that the recipient has been a Royal Arch Mason for fifty (50) years, shall be presented by the Grand Chapter.

REGULATION XI. AMMENDMENTS, ALTERATIONS, CHANGES, REPALS and/or NEW REGULATIONS

Section 11.1. A General Regulation may be amended, altered, repealed, changed, or a new Regulation may be adopted or added these General Regulations at any Annual Convocation of this Grand Royal Arch Chapter. Such action may be made, after presentation in writing, by an affirmative vote of two-thirds (2/3) of the members present and voting.

Section 11.2. Such action, as noted in Section 11.1 above must be submitted writing and signed by the proposer and seconder. It will then be referred to the Committee on Constitution for accuracy and conformation that it meets constitutional requirements. The report of the Committee on Constitution will be read with the proposed regulation prior to the vote on the submitted article.

REGULATION XII. REPEAL of FORMER GENERAL REGULATIONS.

Section 12.1. Upon the acceptance and approval of these General Regulations of the Grand Royal Arch Chapter of New Jersey, all former General Regulations are hereby repealed and declared of no further lawful effect.

**APPENDIX A – HAGGAI LODGE
Of MARK MASTER MASONS**

PREAMBLE

The Grand Royal Arch Chapter of New Jersey has, by its vote, constituted one Lodge of Mark Master Masons in accordance with the ancient traditions and usages of Freemasonry. This was done in agreement with the Constitution of the Grand Royal Arch Chapter which acknowledges and claims that this Grand Chapter exercises sole control and jurisdiction over the several Degrees of Royal Arch Masonry, including the Degrees of Mark master mason, Past Master, Most Excellent Master, and the Royal Arch. The warrant constituting this Lodge of Mark Master Masons was voted on May 6, 1973; the present Warrant bears the date of May 5, 1983.

ARTICLE A.1. TITLE AND RESPONSIBILITIES

Section A.1.1. This Lodge of Mark Master Masons is named and designated HAGGAI LODGE of MARK MASTER MASONS, without number.

Section A.1.2. Haggai Lodge of Mark Master Masons will complete and file with the Grand Secretary all reports (including an Annual Report) that may be required or requested by the Grand Chapter or the Grand High Priest from time to time.

ARTICLE A.2. MEMBERSHIP

Section A.2.1. Membership in Haggai Lodge of Mark Master Masons will be defined and limited, by invitation, only to those Companions of Royal Arch Chapters, under this Grand Chapter, who have been the principal recommender (i.e., first line proposer) of five or more candidates for Royal Arch masonry and who have subsequently been accepted and exalted in a Chapter within this jurisdiction.

Section A.2.2. Members of Haggai Lodge of Mark Master Masons must maintain active membership in a Royal Arch Chapter under the Grand Chapter of the State of New Jersey to retain membership in Haggai Lodge of Mark Master Masons.

Section A.2.3. There will be no Honorary Members of Haggai Lodge of Mark Master Masons.

ARTICLE A.3. RECORDS

Section A.3.1. Haggai Lodge of Mark Master Masons will maintain the variety of Records required of any Royal Arch Chapter under this Grand Royal Arch Chapter.

Section A.3.2. A Mark Book will be maintained to record the Mark of each member of the Lodge. Since a member's mark will be registered in that member's Chapter, each of these Marks will be annotated:

COPY: ORIGINALLY RECORDED IN _____ CHAPTER NO. _____

ARTICLE 4.4. DUES and IDENTIFICATION CARDS.

Section A.4.1. Haggai Lodge of Mark Master Masons is authorized to issue to its members a Dues and Identification Card of a distinctive type. The cost of such card will be borne by the Lodge. A copy of this D&I card will be on file with the Grand Secretary.

Section A.4.2. This distinctive D&I Card will not be used to gain admission to any regular Royal Arch Chapter. It is valid only at Convocations of Haggai Lodge of Mark Master Masons when accompanied with a regular D&I Card issued by the Grand Royal Arch Chapter of New Jersey.

ARTICLE A.5. DUES, FEES and ASSESSMENTS.

Section A.5.1. Dues, Fees and Assessments will be established in the By-Laws of Haggai Lodge of Mark Master Mason.

Section A.5.2. Members of Haggai Lodge of Mark Master Masons, as members of regular Chapters under this Grand Chapter, are not subject to the per capita and other assessments of this Grand Chapter. Thus, the members will not be doubly assessed.

ARTICLE A.6. RITUAL

Section A.6.1. Haggai Lodge of Mark Master Masons is authorized to confer or exemplify only the Mark Master Mason Degree as given in the Standard Work (Ritual) of the Grand Royal Arch Chapter of New Jersey. The Lodge at its stated or special convocations will use an opening as approved by the Grand Royal Arch Chapter. The work of the Degree and the Closing will be as given in the Standard Work and the manual of the Chapter (Henry S. Haines Edition).

Section A.6.2. Haggai Lodge of Mark Master Masons is authorized to confer the Mark Master Mason Degree, and no other, on request in Tabernacles of Royal Arch Chapters under warrant by the Grand Royal Arch Chapter of New Jersey.

Section A.6.3. In the event that a Royal Arch Chapter from a Jurisdiction near the Grand Royal Arch Chapter of New Jersey should request a courtesy conferral by Haggai Lodge of Mark Master Masons, appropriate dispensations must be obtained from both Grand Royal Arch Chapters.

ARTICLE A.7. REGALIA

Section A.7.1. Haggai Lodge of Mark Master Masons may request from the Grand Royal Arch Chapter permission or authority to prepare and use special regalia (limited to aprons and jewels) to be worn only at the Convocations of the Lodge, or while conferring or exemplifying the Mark Master Mason Degree at Royal Arch Chapters when requested.

Section A.7.2. Such special regalia should be designed to perpetuate the ancient traditions and uses of Mark Masonry. A suggested reference is “The True Masonic Chart, or Hieroglyphic Monitor” by Right Worshipful Brother Jeremy L. Cross, published in 1819. As a historical note, this was the first Masonic Monitor adopted by the Grand Lodge of New Jersey in 1822.

ARTICLE A.8. Amendments, changes or new articles to this Appendix, or a new Appendix, will be accomplished as directed in the Constitution of the Grand Royal Arch Chapter of the State of New Jersey.

**RULES OF ORDER
FOR THE GOVERNMENT OF THE
GRAND ROYAL ARCH CHAPTER OF NEW JERSEY**

PREAMBLE

This Grand Royal Arch Chapter shall be governed by the Ancient Usages, Customs, and Regulations of the Fraternity of Free and Accepted Masons. The Grand High Priest shall determine all questions of order and discipline that may arise before the Annual Convocations of the Grand Chapter. When the Grand Chapter is not in session, he shall have the powers of the Grand Chapter but must report his actions to the Grand Chapter for its concurrence and approval.

1. The Grand High Priest shall call the Grand Chapter to order at 9:00 A.M. in Annual Convocation at the appointed date and place.
2. The Committee on Credentials will present a report that a quorum of the Chapters is present.
3. The Grand Secretary will read the minutes of the last Annual Convocation and all subsequent Special Convocations not previously read and approved. This reading may be omitted, by a unanimous consent, provided that these minutes have been printed in the Proceedings and properly distributed to all members of the Grand Chapter.
4. The Grand High Priest will deliver his Annual Address to the Grand Chapter. His address will be referred to the Committee on the High Priest's Address, and will be, by that Committee, referred to the appropriate Committees for comment and/or action. The Grand High Priest will prepare a copy of his Address (or a reasonable summary thereof) and place it in the hands of this Committee in sufficient time for their consideration and report.
5. The Grand Treasurer, the Grand Secretary, the Grand Trustees, and the Committee on Finance and Budget will deliver their respective reports to the Grand Chapter. Other Committees may present reports if there is any item of substance. Routine reports may be presented or accepted without reading.
6. The Grand High Priest, immediately after his installation, will appoint the following Standing Committees to serve for the ensuing year:
 - A Committee on Charity
 - A Committee on the Grand High Priest's Address
 - A Committee on Budget and Finance
 - A Committee on Warrants and Dispensations
 - A Committee on Appeals and Grievances
 - A Committee on Necrology
 - A Committee on Education and Service
 - A Committee on Ritual
 - A Committee on Fraternal Review
 - A Committee on Unfinished Business

- A Committee on Credentials, whose duty shall be to register the names of the Representatives of the several Chapters and the members of the Grand Chapter, as well as the names of visiting Companions. This Committee will inform the Grand High Priest when a quorum has been enrolled.
 - A Committee on Long Range Planning, whose duty will be to prepare an agenda and propose plans for the future good of Royal Arch Masonry. Their report will be referred to the incoming Grand High Priest for his consideration.
 - A Committee on Constitution to which all amendments, alterations, additions and new articles to the Constitution, General Regulations, and Rules of Order will be submitted for correction and comment prior to being submitted to the Grand Chapter for ballot. This Committee will review and make recommendations on all By-Laws of constituent Chapters and changes to existing By-Laws. This Committee will review all decisions and dispensations that the Grand High Priest may render. Finally, this Committee will report on all its activities to the Grand Chapter at the Annual Convocation.
7. Amendments, alterations, additions, or new articles to these Rules of Order may be made at the Annual Convocation by this Grand Chapter by a motion and approval by a two-thirds (2/3) vote of the members present.
 8. On the approval of these Rules of Order, all prior Rules of Order for this Grand Chapter are repealed and declared null and void.

THE BALLOT

The determination of all questions or elections before this Grand Chapter, or a constituent Chapter, shall be resolved in the following manner:

1. The SECRET BALLOT using balls and cubes, deposited in a ballot box constructed in such a manner as to conceal the choice.
 - Petition for membership by initiation or affiliation Unanimous
 - Honorary Membership Two-Thirds
 - Waiver of Jurisdiction Two-Thirds
 - Suspension, Non-Payment of Dues (NPD) Two-Thirds
 - Restoration after Suspension for Non Payment of Dues Majority
 - Restoration after expulsion or suspension (Other than NPD) Two-Thirds
 - Withdrawal of Charges after written agreement of both parties Two-Thirds
 - Determination of guilt after a trial Two-Thirds
 - Determination of punishment after finding of guilt Majority

2. The Written Ballot
 - Election of Officers Majority
 - On the request of a Member Chair Decides
 - On any question where personality or confidentiality is concerned Chair Decides

3. The Manual Sign or the Voting Sign of a Mason
 - Most business except as noted below Majority
 - Request for extension of time on petition Majority
 - Request for a Demit.....Objection must take form of Charges
 - Waiver of the Rule which will permit the casting of one vote where there is but one name in nomination Unanimous
 - Request to be excused from voting Chair Decides

ORDER OF TRIAL BY CHARGES

When a member of a Chapter, or a Royal Arch Mason residing within this Jurisdiction, shall be accused of a crime or an offense which, if proved, would subject him to Masonic penalty, the proceeding in the premises shall be conducted in accordance with the following:

SECTION 1. The accusation shall be reduced to writing, specifying—first, the charge; second, the circumstances and acts upon which the charge is based, together with the time and place, as nearly as may be ascertained.

SECTION 2. The charge and specifications shall be presented to the Chapter at a Regular Convocation, signed by a Royal Arch Mason in good standing; and if received by a vote of the Chapter, the High Priest shall refer the same to a special committee of three for investigation; said committee shall serve, or cause to be served on the accused, a copy of the charge and specifications, attested by the Secretary, and under the Seal of the Chapter, together with the names of the committee appointed to investigate the charges. The committee shall also serve, either by certified mail or hand delivery, on the accused a notice of the time, and place of meeting, at least ten days prior to the time appointed for said meeting; should the accused reside beyond this Jurisdiction, or in case his residence cannot be ascertained by the committee, a copy of the charge and specifications, together with a notice of time and place of meeting of said committee, duly addressed, by mail, to the accused at his last known place of residence (provided twenty days' notice be allowed him from the time of the mailing of said notice), shall be deemed a legal service; and in case the accused does not appear in person or by counsel, the committee may proceed ex parte.

SECTION 3. Upon assembling of the committee at the time and place, a majority being competent for the transaction of business, they shall organize by the selection of a chairman and secretary.

SECTION 4. No person shall be present during the investigation before the committee except the High Priest of the Chapter, the accuser or accusers, the accused, their counsel, and the summoned witnesses, without the consent of the committee.

SECTION 5. After the organization of the committee, the charge and specification shall be read to the accused, or his counsel (if either be present), to which he shall be required to plead guilty or not guilty; or he may plead guilty to a part of the specifications and not guilty to the remainder; or he may plead guilty as to the specifications but not guilty as to the charge; and his plea shall be recorded by the Secretary of the committee. In case the accused refuses to plead, the Secretary shall enter a plea of not guilty, and the committee shall proceed to examine the witnesses, each witness being examined separately, if desired by either party. Witnesses should be asked not to discuss facts of the charges with each other.

SECTION 6. The parties interested shall have the benefit of counsel if they desire; PROVIDED said counsel shall be a Royal Arch Mason in good standing.

SECTION 7. In cases where a witness is not a Mason, his or her testimony may be taken under oath or affirmation before a person authorized by law to administer the same; PROVIDED, the accused and accuser be notified, in writing, of the time and place where such deposition is to be taken, when they may have the right to be present, either personally or by their counsel, and have the benefit of cross-examination, the same as if the testimony was taken directly before the committee.

SECTION 8. It shall be the duty of the committee to receive all testimony that may be offered on either side, except such as may, in their judgment, seem irrelevant to the case; when objections are made to any testimony offered, they shall fairly note such objections and proceed to receive said testimony. All proceedings shall be tape recorded.

SECTION 9. All testimony shall be reduced to writing, and the committee shall report the same to the Chapter.

SECTION 10. The Chapter, at the next, or such subsequent Convocation as it may appoint, and to which all the members shall be summoned, shall give the accused, the accuser, their counsel, and all parties interested, an opportunity to discuss the guilt or the innocence of the accused as set forth in the charge and specification, and under the evidence submitted by the committee.

SECTION 11. After all the parties have been heard before the Chapter, the accused, the accuser, and their counsel shall retire from the Chapter, and the Chapter may then, by a vote of the members present, rule out any evidence irrelevant to the charge and specifications.

SECTION 12. After the testimony is approved, the Chapter shall, by ballot, decide upon the guilt or innocence of the accused, voting each specification and upon the charge (every member present being required to vote), a two-thirds vote being necessary to convict. If the verdict is for conviction, the Chapter shall then, by a two-thirds ballot, declare the degree of punishment to be inflicted, commencing with the highest degree of punishment named.

SECTION 13. The grades of punishment shall be:

- FIRST, Expulsion
- SECOND, Indefinite suspension
- THIRD, Suspension for a definite period
- FOURTH, Public reprimand
- FIFTH, Private reprimand.

SECTION 14. The committee shall have the power to send for persons and papers in behalf of the parties interested.

SECTION 15. Any Companion aggrieved by the decision of his Chapter may appeal to the Grand Royal Arch Chapter.

SECTION 16. All appeals from any subordinate Chapter shall be in writing, and shall contain the exceptions of the appellant to the proceedings, and the action of the Chapter appealed from, and shall be filed with the Grand Secretary. The appellant shall give notice to the Chapter from whose action the appeal is taken, and of his intention to appeal, at least one month before the next regular Annual Convocation of the Grand Royal Arch Chapter; whereupon it shall be the duty of the Secretary of the Chapter to file immediately with the Grand Secretary the charges preferred in the case, the whole of the evidence taken before the Chapter or committee, and a copy of all the minutes of the Subordinate Chapter with the Grand Secretary, shall be certified under the hand of the Secretary and the Seal of the Subordinate Chapter.

SECTION 17. Amendments, alterations or additions to the Code of Trial by Charges may be made at an Annual Convocation of the Grand Royal Arch Chapter by a two-thirds vote of the members voting. All former Codes of Trial by Charges are hereby repealed.

MINIMUM EXAMINATION REQUIREMENTS FOR VISITORS

1. Exhibit a present or preceding year's paid-up Dues Card of his Lodge.
2. Be vouched for as to Lodge Membership – or –
3. If not vouched for, pass a satisfactory examination in Lodge work after having assumed the:

LODGE TYLER'S OATH

I,, do hereby and hereon most solemnly and sincerely swear that I have been initiated, passed and raised to the sublime degree of Master Mason in a regular and duly constituted Lodge of Free and Accepted Masons; that I do not now stand suspended or expelled and know of nor reason why I should not hold Masonic communication with my Brethren. So*****.

4. Exhibit a present or preceding year's paid-up Dues Card of his Chapter.
5. Be vouched for as to Chapter membership - or –
6. If not vouched for, pass a satisfactory examination in the Capitular work, after having assumed the:

CHAPTER TYLER'S OATH

I,, do most solemnly affirm that I have been advanced, presided in the chair, been received and acknowledged, and exalted to the most sublime degree of Royal Arch Mason in a just and lawfully constituted Chapter of Royal Arch Masons; that I do not stand suspended or expelled, and know of no reason why I should not be allowed to visit this Chapter of Royal Arch Masons. So *****.

NOTE: Should the visitor hail from a jurisdiction where the Past Master's Degree (or any of the preliminary degrees) is not conferred in the Chapter, he must be healed (that is: be obligated in that degree).

LIST OF APPROVED FORMS

1. Petition for Membership
2. Petition for Affiliation
3. Demit
4. Petition for Dispensation for a New Chapter
5. Recommendation for Dispensation for a New Chapter
6. Dispensation for a New Chapter
7. Form for a Warrant of Constitution
8. Application for a Change of By-Laws
9. Proxy Forms for Annual Convocation

(These Forms are available from the Grand Secretary)