

candidates for membership, as they are received from the Grand Keeper of Records and Seal, or the Keeper of Records and Seal of any other Lodge in this Grand Jurisdiction, and at the end of each term, make out and present to the Lodge, at the first meeting of the ensuing term, and prior to the installation of officers for such term, a semi annual report and returns in such form and in such manner as the Grand Lodge may require, for which the Grand Lodge will furnish blanks, and deliver a duplicate of such report and returns, properly attested, together with a proper warrant for the per capita tax (if the same has not already been paid to the Grand Keeper of Records and Seal) to the installing officer before the ceremony of the installation; or, he may send the original semi-annual report and returns and the per capita tax to the Grand Keeper of Records and Seal by post office money order, express, or registered letter, and keep a copy of all correspondence in a copy book to be provided by the Subordinate Lodge; deliver over to his successor, when installed, all books, papers and property belonging to the Lodge; and perform such other duties as may be required of him by the Lodge or the laws of the Order, or the By-Laws of the Lodge.

MASTER OF FINANCE.

SEC. 6. The Master of Finance shall keep the accounts between the Lodge and its members, and the accounts of the Lodge, and deliver the same over to his successor, when installed, receive and receipt for all moneys paid to the Lodge, and pay the same immediately over to the Master of Exchequer, taking his receipt therefor; notify all members of their standing at least two weeks before the end of each term; he shall at the end of each term, furnish the Keeper of Records and Seal, a list of all delinquent members, and a list of all Past Chancellors not entitled to seats in the Grand Lodge, and make out at the end of each term and present to the Keeper of Records and Seal a semi-annual report, and present a similar report to the Lodge at the first convention of the ensuing term, prior to the installation of the officers for such term; it shall be the duty of the Master of Finance of every Subordinate Lodge at the end of every semi-annual term to report to the section of the Endowment Rank to which such Lodge may be tributary, a full list of names of