

APPENDIX No. 10.

STATISTICAL RETURN of..... Lodge,
No...., to the Grand Lodge of Nova Scotia, for the year ending
.....187....

Master Masons,	number of....
Fellow Crafts,	"
Entered Apprentices,	"
Initiated,	"
Passed,	"
Raised,	"
Affiliated,	"
Dimitted,	"
Died,	"
Suspended for unmasonic conduct,	"
Suspended for non-payment of dues,	"
Reinstated,	"
Rejected,	"
Dues to Grand Lodge	\$.

INSTRUCTIONS TO MASTERS AND SECRETARIES.

For the sake of clearness and distinction, a line at least should be left blank between each minute, and a marginal note made of its contents.

Lodge minutes are to be read on regular nights only, and after having read the minutes of the previous regular meeting, those of any subsequent emergency meeting are to be read

Secretaries of Lodges should keep a rough minute book in which to enter the proceedings of the Lodge as they occur, and never on any account use slips of paper. These proceedings should afterwards be fairly copied into the regular minute book, and have the signature of the Secretary attached. After having been read and approved in open Lodge, they should be signed by the Worshipful Master.

It is usual on the presentment of reports from committees, to move their reception and adoption. If open to discussion or amendment, first move the reception and afterwards the adoption.