

14. Has the Recording Secretary the receipt for the remittances for the present month?

(If not, and a reasonable time has elapsed since the remittance was made, the R. S. should forthwith write to the S. S., inquiring why the receipt for the monthly remittance has not been forwarded.)

15. Has the Recording Secretary any other communications?

16. Is any Brother out of employment?

17. Reception of general communications.

18. Bills or accounts.

19. Reports of standing committees.

(a) Sick. (b) Finance. (c) Arbitration, if charges have been referred to it.]

20. Reports of special committees. { (a) Special Auditing. }

21. Unfinished business. { (b) Other Committees. }

22. General business.

23. { Reports of officers. }

24. { Election of officers. }

25. { Installation of officers. }

To be called only at the time of the election and installation of officers.

26. Good and welfare.

27. Closing ceremony.

[Each monthly report and remittance should be made by the Financial Secretary before the *third* day of the month. See Section 247 for penalty for failure to remit. All reports should be written in duplicate; the duplicate should be laid before the Court at its first meeting in each month, and should be carefully examined by the Special Auditing Committee, as to its correctness, and then filed with the records as the property of the Court. See Sections 147 and 246. See Sections 147 (4) and 245 as to how all remittances shall be made.

It is the *business* of the officers and members to know that the Financial Secretary does his whole duty at the right time and in the right way, failing in which he should be removed from office at once. See Sections 112 (15) and 147 (2 and 3).

When a Court becomes suspended, as provided in Section 247, the penalty of suspension attaches to the members as well, and reinstatement of Court and members can only be effected as provided in Section 248.

Any member who fails to pay on or before the last day of the month, all assessments, dues, fees, taxes, fines and other demands of the Order, for the succeeding month, *ipso facto* stands suspended on the first day of such succeeding month. See Sections 126 (7), 243 (1) and 244. A member suspended for non-payment must apply for reinstatement on Form No. 15 and be reinstated *within ninety days* from the date of his suspension, or he will be rerated at his present age on reinstatement. See Sections 204 and 205 as to how members suspended for non-payment can be reinstated, and they can be reinstated in no other way. See Section 207 for the penalty attaching to a Court and the members who permit a suspended member to apply for reinstatement while ill or disabled.

An applicant for membership must not be initiated until he has been examined by the Court Physician or other duly authorized examining Physician and recommended by him to the Court, on Form No. 59, for beneficiary membership, and before the said Form No. 59 has been received by the Recording Secretary, or before his medical examination has been accepted and passed by the Medical Board, as the case may be. See Section 119 (8).

It is to the interest of each member that he procure a copy of the Constitution and Laws as amended at the last session of The Supreme Court, as every member is bound by the Constitution and Laws of the Order as revised from time to time. See Section 3 (6)].