

such cards ; also forward to the Grand Scribe an account of the opening of the Division, with list of officers, &c.

RECORDING SCRIBES.

Recording Scribes will please observe the following rules :

Be careful in filling up their quarterly returns.

Enter a copy of said returns in the record books of their Divisions. (The G. S. would suggest that a book for this special purpose be provided by each Division.)

Write words, names, and figures, plainly.

Attach seal of Division to all returns, credentials, and official communications. Attach signatures to the same ; and see that the W. P.'s attach their signatures to returns.

In remitting money, to state distinctly how it is to be appropriated.

See that they have blank quarterly returns on hand previous to expiration of the quarter.

Not to write on the back or face of credentials or returns.

Present all official documents to the Divisions immediately on receipt thereof.

When W. P.'s and P. W. P.'s, who may have been elected as representatives to, or initiated as members of, the Grand Division, violate article second of the constitution, or withdraw from the Division, or have been expelled therefrom, to communicate the same to the Grand Scribe immediately, in order that their credentials may be cancelled, and names erased from the books of the Grand Division.

If the quarterly returns do not agree with those of the previous quarter, to explain to the Grand Scribe how the discrepancy occurs.

Members of the Order writing to the Grand Scribe for information, will be careful in giving their post office addresses, and also enclose a postage stamp for return letter. Unless this is attended to, communications cannot be answered.

PATRICK MONAGHAN,
Grand Scribe.

NOTICE.

Divisions, as also Deputies, Recording Scribes, and other officers, will please take notice, that on and after the 1st day of January, 1861, the accounts of the Grand Division will be kept