

## Provincial Grand Lodge of Mark Master Masons of Surrey

### MARK LODGE INSTALLATION RETURN

Please complete this form and forward to the Provincial Grand Secretary (or e-mail to: [provsec@markmastermasons.org.uk](mailto:provsec@markmastermasons.org.uk) with a copy to [ProvGReg.SurreyMark@outlook.com](mailto:ProvGReg.SurreyMark@outlook.com))

**Immediately after the Installation Meeting**

Lodge Number	Lodge Name

**Complete this section only where changes have occurred**

Meeting place	
Meeting days	

**Complete this section in full, especially telephone number(s) and email address for our records**

<b>Secretary</b>	Name:		
	Full postal address (incl post code):		
	Telephone numbers: Home: _____ Business: _____ Mobile: _____		
	Email address:		

**Return of the MASTER and OFFICERS invested on (exact date):** \_\_\_\_\_

If the Master, SW or JW were not present state reason and subsequently advise date of installation / investiture

OFFICE	FIRST NAMES IN FULL IN BLOCK LETTERS (preceded by an asterisk if a Founder Member)	SURNAME in block letters	HONOURS Civil & Military only	Mark X if not invested at Installation
Master				
Senior Warden				
Junior Warden				
Master Overseer				
Senior Overseer				
Junior Overseer				
Chaplain				
Treasurer				
Registrar of Marks				
Secretary				
Dir of Ceremonies				
Almoner				
Charity Stwd.				
Senior Deacon				
Junior Deacon				
Assistant Secretary				
ADC				
Organist				
Inner Guard				
Steward				
Steward				
Steward				
Tyler				
Overseer Magazine, Lodge Rep. – Liaison Officer	Name: _____			

**(CONTINUED OVERLEAF)**

FOR OFFICE USE ONLY	Provincial Grand Secretary	Provincial Database	Provincial Year Book

**SUBSCRIBING PAST MASTERS  
Corrections to and Omissions from the Provincial Year Book**

**You need not complete this section in full:**

- Check your Lodge entry in the Year Book
- Enter below only corrections and omissions
- Do not enter the Master or Immediate Past Master, these are known

**Subscribing Past Masters OF the Lodge - corrections**

Year Installed	Initials & Surname	Honours Civil & Military	Grand Rank	Prov Grand Rank Surrey	Prov Grand Rank – Other Provinces

**Other Subscribing Past Masters IN the Lodge - corrections**

Installed in Lodge No	Initials & Surname	Honours Civil & Military	Grand Rank	Prov Grand Rank Surrey	Prov Grand Rank – Other Provinces

**Past Masters TO BE REMOVED from the Year Book**

**Reason for omission:**

D = Died                      R = Resigned                      H = Elected an Honorary Member  
 C – Ceased membership (2 years in arrears)    E – Excluded under Lodge By-Laws (less than 2 years in arrears)

Initials & Surname	Reason	Date

Initials & Surname	Reason	Date

Date form completed: .....                      Signed: .....

*Note: If this form is completed electronically and e-mailed to the Provincial Grand Secretary the name can be printed*