

Notes of Guidance

1. The prescribed Petition Form must be used. All Petitions must be submitted to the Great Vice-Chancellor, having been previously approved by the Provincial Prior.
2. Every Petitioner must fill in a Petitioners Application Form and send to the Organising Registrar.
3. Care should be taken to ensure that the information provided is correct.
4. **BLOCK CAPITALS OR TYPESCRIPT** must be used throughout.
5. A PDF version of the Petition Forms and Petitioners Application Forms are available to download from our website www.glmmm.com
6. A Clearance Certificate or letter of good standing must be provided in respect of each Preceptory of which a Petitioner was formerly, a subscribing member. Failure to provide such will delay approval of the Petition and may disqualify a Petitioner. **Please note that the number of the Preceptory cannot be issued until this information has been provided.**
7. The names of the Petitioners should be recorded indicating, where appropriate, the office to be held in the new Preceptory.
8. Each Petitioner must produce their Great Priory Certificate to the Organising Registrar. If the name on the Great Priory Certificate differs from that on the Petitioners Application Form, the Great Priory Certificate should be sent to the Great Vice-Chancellor with a request for it to be corrected. **The appropriate fee may be charged.** Failure to do this may cause delay in the preparation of the Warrant. The name that will appear on the Warrant must be the same as on the Great Priory Certificate.
9. The name, address and telephone number and if possible email address of the Organising Registrar must be notified to the Great Vice-Chancellor when the completed Petition is submitted.
10. The careful compilation of the Petition Form will obviate unnecessary correspondence and avoid delay in preparation of the Warrant.
11. The preparation, engrossment and signing of a Warrant require some 6-8 weeks for completion. This should be borne in mind when proposing the Date of the Consecration meeting.
12. The proposed Date of Consecration must be confirmed with the Great Vice-Chancellor. The Warrant of the Preceptory will be dated accordingly.
13. No Petitioner may act as the Consecrating Officer or as an Assisting Officer at the Consecration, without the express approval of the Grand Master.
14. Only in exceptional circumstances will a Petition be approved where the First Preceptor of the Proposed Preceptory is **NOT** a Past Preceptor.
15. Details of **Organising Registrar:**

Name:									
Address:									
Post Code:									
Telephone No.									
Email Address:									

16. Please tick warrant type: In House warrant on A3 parchment paper
 Fully engrossed warrant on goats skin
17. Do not send in any monies with the Petition Form. The Preceptory will be invoiced in due course.

Great Priory

Petition for a new Preceptory

To the Most Eminent and Supreme Grand Master of the United Religious, Military and Masonic Orders of the Temple and of St. John of Jerusalem, Palestine, Rhodes and Malta, in England and Wales and Provinces Overseas

The **HUMBLE PETITION** of the Undersigned **KNIGHTS TEMPLAR, Sheweth,** That your Petitioners, being regularly installed Knights of the Temple, belonging to the Preceptories mentioned against their respective names, having the prosperity of the Order at heart, are desirous of establishing a Preceptory

to be named	Preceptory
to meet at (address)	
	Postcode
on the following days	Inst.
in the months of	

They therefore pray for a Warrant of Constitution to empower them to assemble as a lawful Preceptory and to discharge their duties as members of the Great Priory in a regular and constitutional manner according to the original forms and the Statutes of the Order.

They have nominated and do recommend:-

Knight		to be the first Preceptor
Knight		to be First Constable , and
Knight		to be Second Constable

The total number of petitioners is ____ of whom ____ are Great Officers, ____ are Provincial Officers, ____ Past Preceptors and ____ members of the Order.

It is hoped that within the first twelve months ____ candidates will be admitted into the Order by the Preceptory.

If the Prayer of the petitioners be granted, they promise a strict conformity with the regulations of the of the Order of the Great Priory

**I hereby approve of this Petition,
and recommend that the Prayer of the same be granted**

<div style="border: 1px solid black; height: 20px; width: 100%;"></div> Provincial Prior	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> Province
Dated this _____ day of _____ 20__	

PETITIONERS

No.	MMH No.	Title	Forenames in full	Surname	Civil Honours / Decorations	Office to be held in New Preceptory
1						Preceptor
2						Chaplain
3						First Constable
4						Second Constable
5						Treasurer
6						Registrar
7						Marshal
8						Deputy Marshal
9						Almoner
10						1st Herald
11						2nd Herald
12						Standard Bearer (B)
13						Standard Bearer (VB)
14						Banner Bearer
15						Captain of Guards
16						Organist
17						Guard

No.	MMH No.	Title	Forenames in full	Surname	Civil Honours / Decorations	Office to be held in New Preceptory
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
32						
33						
34						