

INSPECTION REPORT

TO THE SUPREME DEPUTY IN OHIO:

I herewith submit the following report of my official visit to:

_____ Assembly # _____ located at _____

1. Visitation made _____ at a _____ meeting
2. All officers were present _____ Were protocols used? _____
Yes No
3. Have the officers been regular in attendance? _____
Yes No
4. Membership of the Assembly the night of Inspection (to include Inspection Candidate(s)) _____
5. Number of paid dues _____ Number of unpaid dues _____
6. Members present _____ Advisory Board Members present _____
7. Visitors: Girls _____ Adults _____
8. Institution Date: _____ Constitution Date: _____
9. Location where meetings are held: _____
Address _____
10. Meeting night or day _____ Time _____
11. Do they pay rent? _____ Amount _____
12. Fee for Degrees \$ _____ Annual Dues \$ _____
13. Were the books of Recorder and Treasurer inspected? _____
Yes No
14. Were the books of the Recorder and Treasurer properly kept and in balance? _____
Yes No
15. Amount in the checking account \$ _____ Savings Account _____
16. Has the Assembly contributed to the Rainbow Scholarship Fund since last Grand Assembly? _____ Amount _____ Date _____
Yes No
17. Were Rituals used? _____
Yes No
18. Was the Charter in the room? _____
Yes No
19. Are the meetings opened at the hour specified in their by-laws? _____
Yes No Time

INSPECTION REPORT

20. Was paraphernalia in proper position for an Assembly Meeting? _____
Yes No
21. Date you received last Annual Report _____ Was it inspected? _____
Yes No
22. Are the minutes, when approved, signed by the Worthy Advisor? _____
Yes No
23. Are all checks properly signed by those designated to do so? _____
Yes No
24. Are Assembly vouchers used by the Recorder? _____
Yes No
25. Are receipts given to the Recorder by the Treasurer for all monies received? _____
Yes No
26. Is the Assembly paraphernalia covered by Insurance? _____
Yes No
27. Does the Assembly By-laws conform to Supreme Law? _____
Yes No
28. Does the Ballot Box contain the required number of white and black balls? _____
Yes No
29. Are the officers elected, appointed and installed according to the Constitution?

Yes No
30. Does the Advisory Board meet regularly each month? _____
Yes NO
31. Do you receive copies of the Advisory Board Minutes each month? _____
Yes No
32. How many attended Grand Assembly last year? _____
Yes No
33. Does the membership participate in Service projects, social functions and money-making projects? _____
Yes No

34. Character of Ritualistic Work:

Official Door Raps correct	_____	_____	Supreme Honors correct	_____	_____
	Yes	No		Yes	No
Gavel Raps correct	_____	_____	Lambskin attached correctly	_____	_____
	Yes	No		Yes	No
Ballot conducted correctly	_____	_____		Yes	No
	Yes	No			
Grand Honors correct	_____	_____			
	Yes	No			

INSPECTION REPORT

35. General condition of the Assembly

36. List each Worthy Advisor and her money making project.

37. Name of the Sponsoring Body _____

38. Was the Inspection Fee of \$20.00 paid? _____
Yes No

Mother Advisor _____

Chairman of Advisory Board _____

Worthy Advisor _____

Charity _____

Hope _____

Faith _____

Recorder _____

Treasurer _____

Grand Deputy District # _____