

Malcolm E. Harris #58
Most Worshipful Grand Master

Joseph B. Jefferson #52
Right Worshipful Grand Secretary



Most Worshipful Prince Hall Grand Lodge
Free and Accepted Masons of Pennsylvania

Masonic Temple
4301 NORTH BROAD STREET
PHILADELPHIA, PA 19140
Phone - (267) 774-5263 – Fax: (267) 774-5375

PROCLAMATION NO. 5

June 1, 2018

Right Worshipful Deputy Grand Master, Right Worshipful Senior and Junior Grand Wardens, Past Most Worshipful Grand Master, Right Worshipful Elected and Worshipful Appointed Grand Lodge Officers, Worshipful Masters, Wardens, Past Masters of all Constituent Lodges Encompassing and Obedient to the Most Worshipful Prince Hall Grand Lodge, Free and Accepted Masons of the Jurisdiction of Pennsylvania

Greetings:

Know ye by these present that **I, MALCOLM E. HARRIS, No. 58, 103RD Most Worshipful Grand Master**; pursuant' to Article III, Section 1, of the Constitution of the Most Worshipful Prince Hall Grand Lodge Free and Accepted Masons of PA; and by the authority in me vested, I do hereby; **SUMMONS ALL ELECTED AND APPOINTED GRAND LODGE OFFICERS**, and officially notify the Craft, wherever assembled, to **REGISTER- IN ADVANCE** and be present for the convening of the **TWO HUNDREDTH THIRD ANNUAL SESSION** of the Most Worshipful Prince Hall Grand Lodge of Pennsylvania at 8:00 A.M. on **Monday, October 8, 2018** and **Tuesday, October 9, 2018** at the -

VALLEY FORGE CASINO RESORT

1160 First Avenue

King of Prussia, PA 19406

Phone: 610-354-8118

For the purpose of reviewing the State of the Craft, transacting all business that may constitutionally and legally confront us in this Session.

MONDAY, MORNING, OCTOBER 8, 2018, 8:00AM - OCCASIONAL LODGE: The **3rd Masonic District** will open The Occasional Lodge under the direction and leadership of Wayne W.R. Howard, No. 23, the Worshipful Grand Lecturer.

PRE-REGISTRATION:

JUNE 30, 2018 - OCTOBER 2, 2018 - The fee for Pre-Registration will be **ONE HUNDRED THIRTY-FIVE (\$135.00) DOLLARS**. Brothers of the Craft will pre-register through their respective lodges on the enclosed **Form No. 2** or through PayPal at www.princehall-pa.org This form and the appropriate check or money order must be forwarded to the R.W. Grand Secretary on or before **FRIDAY, SEPTEMBER, 28, 2018**. **ALL FEES MUST BE PAID BY CHECK, MONEY ORDER or PAYPAL.**

All Grand Lodge Officers, Elected and Appointed, Committee Members MUST REGISTER IN ADVANCE, with the proper fee on the enclosed Form No. 3, both of which will be forwarded to the Grand Secretary on or before September 21, 2018.

For those lodges that have not held their elections by the cut-off date, please register your principal officers **BY TITLE** (Names should be submitted to the R.W. grand Secretary as soon as possible)

The registration fee will include complimentary Lunch **TUESDAY, OCTOBER 9, 2018** afternoon and your entrance into Friday & Saturday evening activities.

ON-SITE REGISTRATION:

OCTOBER 7, 2018 - OCTOBER 10, 2018 - The fee for On-Site Registration will be **ONE HUNDRED SIXTY-FIVE (\$165.00) DOLLARS**. Payment of On-Site Registration will be by Debit/Credit Card or Check, No Cash please. The Committee will be available at the site during the following dates and times:

- SATURDAY, OCTOBER 6, 2018 - 9:30 A.M. TO 4:00 P.M.
- SUNDAY, OCTOBER 7, 2018 · 11:00 A.M. TO 4:00 A.M.
- MONDAY, OCTOBER 8, 2018 – 7:30 A.M. TO 4:00 P.M.
- TUESDAY, OCTOBER 9, 2018 – 7:30 A.M. TO NOON

No registration will occur between: OCTOBER 1, 2018 – OCTOBER 5, 2018

HOTEL RESERVATIONS:

<http://bookings.ihotelier.com/bookings.jsp?groupID=1714499&hotelID=11984> Guests can also call **610-354-8118** and ask for "Prince Hall Grand Lodge". Room Reservation Forms from the VALLEY FORGE CASINO RESORT are enclosed. The cost for standard rooms is One-Hundred and Twenty-Nine dollars \$129.00 plus tax per night. A one night's deposit is

required to secure reservations. The hotel number for reservations (Major credit cards accepted) **Registration deadline is TUESDAY, SEPTEMBER 4, 2018**

ATTENDANCE: THIS IS AN OFFICIAL SUMMONS NOT AN OPTION FOR CONSTITUENT LODGE OFFICERS TO CHOOSE NOT TO REGISTER AND ATTEND, YOU ARE OBLIGATED TO REGISTER AND ATTEND AS PER THE CONSTITUTION. ALL WORSHIPFUL MASTERS, SENIOR AND JUNIOR WARDENS MUST REGISTER, PRESENT OR NOT (Constitution, page 15; pages 49-50) NO EXCEPTIONS.

WORSHIPFUL DISTRICT DEPUTY GRAND MASTERS (W.D.D.G.M.): Must notify in writing the Worshipful Deputy-at-Large, Tobin L. Adams, Sr., No. 58 220 E. 22nd Street, Chester, PA 19013, Tladamssr1@outlook.com if you are unable to attend this Session.

WORSHIPFUL DISTRICT LECTURERS (W.D.L.): Must notify in writing the Worshipful Grand Lecturer, Wayne W.R. Howard, No. 23 7500 North 20th Street, Philadelphia, PA 19138, wwrh23@aol.com if you are unable to attend this Session.

ALL OTHER APPOINTED GRAND LODGE OFFICERS: Must send a letter to the Right Worshipful Grand Secretary, Joseph B. Jefferson, No. 52, 4301 North Broad Street, Philadelphia, PA 19140, josephdette@verizon.net and R.W. Deputy Grand Master, Melvin A. Alston, Sr., No. 9. P.O. Box 1059, Glenside, PA 19038, melvinaalston@princehall-pa.org

MASONIC DRESS: All Grand Lodge Officers must be properly dressed (Tails) for both days of this Session. On Monday and Tuesday, **ALL** Brothers will be required to attend the session dressed in Black Suits, solid black tie, white shirt, solid black socks, and black shoes, aprons, and gloves. **NOTE:** Worshipful Masters and Wardens of all Constituent Lodges will be permitted to wear their Collars.

REPORTS: All Elected Officers, State Directors, and Committee Chairman will submit a computer generated report **ONLY** in a format readable by (Microsoft Word) **Courier size (12) Font; (With an electronic copy to the R.W. Grand Secretary glreports@princehall-pa.org).** All reports are for the periods of **September 1, 2017 – August 31, 2018.** An electronic copy of the reports is to be forwarded to the Office of the Most Worshipful Grand Master with a copy to the Office of the R.W. Grand Secretary on or before **September 21, 2018.**

Any reports submitted after **September 21, 2018,** will not be presented at the session. Report dates are to be adhered to in order to provide the Craft ample time to review reports online

via prior to the Session. There will only be a limited amount of books printed per requested, on the registration form No. 2.

WORSHIPFUL DISTRICT DEPUTY GRAND MASTERS: Submit reports directly to the Worshipful Deputy- At-Large, Tobin L. Adams, Sr., No. 58 - 220 E. 22nd Street, Chester, PA 19013 and electronically at Tladamssr1@outlook.com by September 7, 2018. **With an electronic copy to the R.W. Grand Secretary, Joseph B. Jefferson, No. 52** josephdette@verizon.net Worshipful District Deputy Grand Masters are to review their assessment of respective lodges before the session.

WORSHIPFUL DISTRICT LECTURERS: Submit reports directly to the Worshipful Grand Lecturer, Wayne W. R. Howard, No. 23 - 7500 North 20th Street, Philadelphia, PA 19138 and electronically at wwrh23@aol.com by September 7, 2018. **With an electronic copy to the R.W. Grand Secretary, Joseph B. Jefferson, No. 52 at** josephdette@verizon.net Worshipful District Lecturers are to review their assessment of respective lodges before the session.

STATUS REPORT: No member(s) of any lodge not current and in good financial standing with the Grand Lodge will be seated at this Session.

HIGHLIGHTS

FRIDAY, EVENING, OCTOBER 5, 2018, 7:00PM – 10:00 PM: Entertainment and Social will take place. The cost will be \$20.00 for those not registered.

SATURDAY, MORNING, OCTOBER 6, 2018 AT 9:00 AM - Masonic Ritualistic and Constitution Seminar Sessions under the direction of the Worshipful Grand Lecturer, Wayne W. R. Howard, No. 23. and Worshipful Deputy at Large, Tobin L. Adams, Sr., No. 58 will be held for all those that are registered.

SATURDAY, MORNING, OCTOBER 6, 2018 AT 10:00 AM - Subordinate Lodge Secretary's & Treasurer's Training Seminar will take place, additional details will be forthcoming.

SATURDAY, AFTERNOON, OCTOBER 6, 2018, 1:30 PM: Temple Association Meeting, additional details will be forthcoming.

SATURDAY, EVENING, OCTOBER 6, 2018, 7:00PM – 11:00 PM: Entertainment and Social will take place. The cost will be \$20.00 for those not registered.

SUNDAY, OCTOBER 7, 2018, 8:30AM -MORNING WORSHIP SERVICES: Church Service will be held, the public is invited, and location will be announced.

SUNDAY, AFTERNOON, OCTOBER 7, 2018 AT 1:30 PM - Protocol Session for Members of the Prince Hall Family & Master Masons will take place location TBD.

SUNDAY, EVENING, OCTOBER 7, 2018, 6:45 PM- SERVICE OF LIGHT: Knight of Pythagoras will be performing their Service of Light prior to the Lodge of Sorrow service; on at the Valley Forge Casino Resort. This is open to the public.

SUNDAY, EVENING, OCTOBER 7, 2018, 7:00 PM – LODGE OF SORROW SERVICE: Will be held on at the Valley Forge Casino Resort. Lodges should notify and invite family members of Brothers who expired during the past year [**SEPTEMBER 1, 2017 – AUGUST 31, 2018**]. The location will be at the Valley Forge Casino Hotel. This is also open to the public.

MONDAY, MORNING, OCTOBER 8, 2018, 8:00 AM - OCCASIONAL LODGE: The **3rd Masonic District** will open The Occasional Lodge.

MONDAY, EVENING, OCTOBER 8, 2018 – BANQUET: Will be recognizing the 103rd Most Worshipful Grand Master, Malcolm E. Harris, No. 58., all Master Masons registered for the session will receive (1) one ticket included in the registration fee. Additional tickets may be purchased at the cost of \$65.00 sixty-five, dollars, For Tickets and Ads: contact **Bro. Steve Comer, No. 120** at phone: (215) 910-0389 or via Email: WaysandMeans@princehall-pa.org

SOUVENIR JOURNAL: There will be a Souvenir Journal to commemorate and promote this event. Full Page Ads: \$40.00, Half Page Ads: \$30.00, Quarter Page Ads: \$20.00, the Ad Deadline will be **September 28, 2018. The M.W. Grand Master is requesting all who are able to place an ad in this souvenir journal.** , For Tickets and Ads: contact **Bro. Steve Comer, No. 120** at phone: (215) 910-0389 or via Email: WaysandMeans@princehall-pa.org

CONSTITUENT LODGES: The Most Worshipful Prince Hall Grand Lodge of Pennsylvania including its Subordinate Lodges, as a non-profit organization, in compliance with the provisions and regulations of The United States Internal Revenue Service **MUST** file annually, **IRS Report #990**, "Return of Organizations Exempt Form Income Tax" Must be complied with by all lodges.

This Grand Lodge, as the Parent Body, will file for its Constituent Lodges but in order to properly file this report, certain specific financial information is required from all lodges.

Therefore, all financial information is requested on file form "**SUBORDINATE LODGES FINANCIAL REPORT**" as provided by the Grand Lodge must be provided by each lodge.

The information required will cover the fiscal year **September 1, 2017, to August 31, 2018**. Lodges will submit the original copy of this report, Audit report and Form 1 listing the required information of their Elected Officers and their **TOTAL** membership Status to their respective Worshipful District Deputy Grand Master (W.D.D.G.M.) at its **SEPTEMBER, 2018** regularly stated meeting.

MASONIC REGALIA: All Appointed Grand Lodge Officers, Directors, and Chairmen, along with all Elected Officers will present their Collars and Aprons to the Right Worshipful Grand Trustees for evaluation and inspection at the time and place, as directed by them. There will be **NO** purchasing of any masonic regalia as it pertains to the Grand Lodge will take place without the **PRIOR** approval from the Most Worshipful Grand Master.

MASONIC COMPLEXES: 4301 North Broad Street, Philadelphia, PA 19140 and 1117 Wood Street Pittsburgh, PA 15221: All regularly and stated meetings of all Houses of the Masonic Family that are scheduled for **October 6, 2018, thru October 9, 2018**, are hereby cancelled and direction for said constituent and/or subordinate bodies to secure the proper "Dispensation" from the proper sources "4301" and "1117" will be given written notice of the same before the official rescheduling.

BE ADVISED:

Worshipful Masters will be personally held responsible for the conduct of their members. There will be absolutely no cooking, no use of steno in any of the sleeping rooms. Please also adhere and respected all hotel personnel and security in an addition to Grand Lodge security.

This Proclamation No. 3 having been issued and proclaimed within the Jurisdiction, therefore, Brethren of the Craft will take heed and govern yourselves accordingly. Given under my hand and seal of office this 1st Day of June 2018 at the Grand East, Philadelphia, Pennsylvania, A.D. 6018.

Fraternally,



Malcolm E. Harris, No.58
103rd Most Worshipful Grand Master
Most Worshipful Prince Hall Grand Lodge Free and
Accepted Masons of PA



ATTEST:



Joseph B. Jefferson, No. 52
Right Worshipful Grand Secretary

MOST WORSHIPFUL PRINCE HALL GRAND LODGE FREE AND ACCEPTED MASONS OF PENNSYLVANIA

TO: The Worshipful Master, Wardens, Past Masters and Members of the Constituent Lodges of the Most Worshipful Prince Hall Grand Lodge of Pennsylvania

Greetings:

You are DIRECTED BY THE MOST WORSHIPFUL GRAND MASTER TO PRE-REGISTER for the ANNUAL SESSION to be held at the Valley Forge Casino Resort, 1160 First Avenue, King of Prussia, PA 19406 from Monday, October 9, 2018 to Tuesday, October 9, 2018. **PRE-REGISTRATION FEE IS \$135.00.** Make checks, money order or pay pal payable to: M.W. Prince Hall Grand Lodge. Forward your registration and payment directly to the Office of the Grand Secretary on or before September 28, 2018.

PLEASE TYPE OR PRINT ALL INFORMATION
(List only pre-registered names with appropriate fees attached)

_____ LODGE NO. _____ DISTRICT NO. _____

_____ WORSHIPFUL MASTER RECORD NO. _____

_____ SENIOR WARDEN RECORD NO. _____

_____ JUNIOR WARDEN RECORD NO. _____

Please check this box if you will require a printed copy of the Reports Book

PAST MASTERS

NON-VOTING MEMBERS

	REC. NO.		REC. NO.

OFFICIAL USE ONLY

DO NOT WRITE BELOW THIS LINE

TOTAL REGISTRATION _____

AMT. PAID _____

RECEIPT NO. _____

DATA ENTRY _____

NOTE: ON-SITE REGISTRATION WILL BE \$165.00.

SECTION: A Proxy is permissible by resolution in the absence of an official Representative of the Lodge, which would be either the Worshipful Master or the Warden.

It shall be competent for any Lodge, the Officers of which fail to attend the Annual Grand Lodge Session, to designate and make choice by resolution a Past Master of the Lodge or the District Deputy Grand Master of its District the Proxy of said Lodge which resolution must be certified by the Secretary thereof and shall entitle the Brother appointed to three (3) votes provided, however, that no representative or Proxy from a Constituent Lodge shall hold a seat in the Grand Lodge until he shall produce evidence that the Lodge he represents has discharged in full its Grand Lodge taxes.

SECTION 2a. When a Constituent Lodge sends only one (1) representative to any Grand Lodge Communication with the Lodge’s proxy votes, the Lodge **will pay the required registration fee for each Proxy.**

MASONIC LODGE PROXY

Hall of _____ Lodge No. _____

_____, 20_____

_____, Pennsylvania

Whereas, the Worshipful Master and Wardens of _____

_____ No. _____ having declined to attend the Communication of the Most Worshipful Prince Hall Grand Lodge of Pennsylvania, to be held on the 8th to the 9th days of October 2018 A.D., 6018 A.L.

Resolved by said Lodge, that Brother _____,

a Past Master of _____ Lodge, No. _____, be appointed the Proxy of this Lodge in said Grand Lodge at the above named Communication thereof.

In testimony whereof I have hereunto set my name and affixed the seal of our said Lodge, the day and year first above written.

LODGE SEAL

Lodge Secretary

MOST WORSHIPFUL PRINCE HALL GRAND LODGE FREE AND ACCEPTED MASONS OF PENNSYLVANIA

TO: All Elected and Appointed Grand Lodge Officers, Committee Chairmen and Members of All Committees of The Most Worshipful Prince Hall Grand Lodge, Free and Accepted Masons of Pennsylvania

Greetings:

You are DIRECTED BY THE MOST WORSHIPFUL GRAND MASTER TO PRE-REGISTER for the ANNUAL SESSION to be held at the Valley Forge Casino Resort, 1160 First Avenue, King of Prussia, Pennsylvania 19406 on Monday, October 8, 2018 to Tuesday, October 9, 2018. PRE-REGISTRATION FEE is \$125.00. Make checks or money orders or pay-pal payable to: M.W. Prince Hall Grand Lodge. Forward this registration form and payment directly to the Office of the Grand Secretary on or before September 14, 2018.

PLEASE TYPE OR PRINT ALL INFORMATION

NAME _____ LODGE NO. _____

ADDRESS _____ CITY _____, PA.

TITLE/POSITION _____ AMT. PAID _____

Grand Lodge Officers MUST FORWARD THEIR PRE-REGISTRATION FORM TO THE OFFICE OF THE GRAND SECRETARY.

OFFICIAL USE: RECEIPT NO. _____

DATE _____

NOTE: ON-SITE REGISTRATION WILL BE \$165.00.

**Most Worshipful Prince Hall Grand Lodge of Pennsylvania
Annual 990 Lodge Report Form**

September 1, 20____ to August 31, 20____

Tax Bas Data	<u>Annual:</u>
Per Capita Tax	60.00
Burial Fund	25.00
Temple Tax:	25.00
GL Tax Totals:	100.00

Raisings:	Reinstatements:
\$50.00 per member	\$10.00 per member
Demit: (Admission to Lodge)	Gain/Loss:
\$10.00 per member	\$ 2.00 per member

Lodge Data for 990 Reporting

Total Membership as of August 31, 20____

**1. Total Membership (less G.L. exemptions)	_____ \$110.00 _____
2. Number of Raisings and Healings	_____ \$ 50.00 _____
3. Reinstatements	_____ \$ 10.00 _____
4. Admission by Demit	_____ \$ 10.00 _____
5. Suspension	_____ \$ 2.00 _____
6. Deaths	_____ \$ 2.00 _____
7. Drops by Demit	_____ \$ 2.00 _____
8. Total Gains (add lines 1 thru 8)	_____ \$ 2.00 _____
Total Grand Lodge Taxes (add lines 1 thru 8)	_____

**Multiplier: Multiply the total lodge membership X the amount which applies to your lodge.
4301/1117 - \$110.00 year. Outside lodges \$110.00 year.

**Most Worshipful Prince Hall Grand Lodge of Pennsylvania
ANNUAL 990 Lodge Report Form**

September 1, 20____ to August 31, 20____

Lodge: _____

District: _____

Address: _____

Phone: _____

Secretary: _____

Address: _____

Phone: _____

APPROVED 50 YEAR MEMBERS

List all members who have been approved by the Office of the Grand Secretary Only:

D.O.B.

NAME	SS#	ENTRY DATE	ENTRY DATE
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

**Most Worshipful Prince Hall Grand Lodge of Pennsylvania
ANNUAL 990 Lodge Report Form**

September 1, 20____ to August 31, 20_____

INCOME:

- A. Lodge Dues (total debt/inc. G.L. Taxes, etc.) (Page #1) _____
(Ex/ Lodge Dues \$10.00 monthly X 12 = \$120.00 yearly)
- B. Dividends/Interest Earned, etc. _____
- C. Rental Income _____

Fund Raising: List type of event, expenses and indicate profit or loss.

Events	Expenses	Profit/Loss
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Total Income Received: _____

Miscellaneous Income Received: (Explain) _____

**Most Worshipful Prince Hall Grand Lodge of Pennsylvania
ANNUAL 990 Lodge Report Form**

September 1, 20____ to August 31, 20_____

Expenses:

- 1. Compensation paid to Officers _____
 - 2. Compensation paid to (Other Members) _____
 - 3. Wages paid (non-members/employees) _____
 - 4. Supplies _____
 - 5. Telephone/Utilities _____
 - 6. Postage/Shipping _____
 - 7. Rent Payments _____
 - 8. Equipment Rental _____
 - 9. Printing _____
 - 10. Travel _____
 - 11. Miscellaneous (Specify)
 - Widow's Donation _____
 - Donation _____
 - 12. Bank Charges _____
 - 13. Interest Paid _____
 - 14. Real Estate Improvement _____
 - 15. Mortgage _____
 - 16. Donation(Incl. only those recognized by IRS) _____
- Total Expenses for the period (add lines 1 thru 16) _____

**Most Worshipful Prince Hall Grand Lodge of Pennsylvania
ANNUAL 990 Lodge Report Form**

September 1, 20____ to August 31, 20_____

Income – Cont'd.

- 1. Add lines A/B/C (page n. 3) _____
- 2. Total Income/Loss from Fund Raising Events _____
(use () when indicating loss)
- 3. Miscellaneous Income (bottom page 3) _____
- 4. Total Income (line 4 above) _____

Lodge Income for Fiscal Year:

(use () when indicating loss) _____

Total Income (line 4 above) _____

Total Expenses (bottom page 4) _____

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I hereby certify that the information contained herein was taken from the records of our lodge and has been checked for accuracy.

Print Name of Secretary

Date: _____