

Background Check and Petition Procedures

Effective December 1, 2015

All new members; candidates, reinstatements and demits from foreign jurisdictions must pass a criminal background check prior to petitioning a Lodge for membership. He must submit a completed background check form along with \$20 background check fee. (The form must be filled out properly or will be sent back to the lodge) A letter of approval or denial will be sent to the Lodge and petitioner of the results.

1. The Master Mason recommending the candidate is to give the prospective candidate a background check form. It is to be completed and returned along with the \$20 background check fee.
2. The background check form is to be submitted to the Lodge secretary who will insure that it is complete and forward it to the Grand Secretary's office for processing.
3. No application or initiation fee is to be collected from the petitioner until the Lodge receives a background check approval letter stating that the candidate is cleared to begin process.
 - a. A background check approval or denial letter will be sent to the Lodge and the mailing address of the petitioner.
 - b. The petitioner is to be contacted if the results of background check is denied.
4. Upon receipt of the background check approval letter by the Lodge secretary, the petition for membership is to be given to the applicant by the recommending Master Mason for completion.
5. The completed petition and the initiation fee is to be returned to the Master Mason of the Lodge that is recommending the candidate.
6. The Lodge is to receive the petition, investigate the candidate and ballot on the petition.
7. The Lodge is then free to vote on candidate and if accepted, send up with application (\$85). The Grand Lodge will then as in the past send out initiation start and completion forms.
8. The Grand Lodge degree work schedule is to be followed!