

GRAND LODGE OF IOWA, A.F. and A.M.

Visitation Information Form

In order to meet the mailing deadline of the Grand Master's Official Schedule, it is imperative that this form be completed and returned by no later than the first month preceding the month of the visitation; for example, forms for October visitations must be returned by no later than September 1. Please answer all applicable questions and return this form to the address shown below by the required deadline. Otherwise, this visitation will not be placed on the Grand Master's Official Schedule.

Requested date of visitation: _____

Lodge name and number: _____

Address of lodge: _____
Street City

Type of Event (check all applicable):

- _____ General reception of Grand Lodge Officers
_____ Reception in honor of a present Grand Lodge Officer
_____ Cornerstone Laying Ceremony
_____ Masonic hall Dedication Ceremony
_____ Degree work. Which degree? _____ Will the Grand Lodge
Officers be asked to participate in the degree work? _____
If so, which section(s)? _____
_____ Lodge anniversary. How many years? _____
_____ Table Lodge
_____ Fifty-Year Certificate presentation
_____ Friendship Night
_____ Other (Please specify) _____

Will any portions of your event be held at a place or places other than your lodge? _____ If so, please provide the following information:

Name of facility _____

Address _____
Street City

Name of facility _____

Address _____
Street City

Will your officers be wearing tuxedos?: _____

Will all the Grand Lodge Officers be invited to be guests of the lodge? _____ If so, the lodge should send invitations to each Grand Lodge Officer.

Will the Present and Past Grand Lodge Officers be officially received? _____

Are there plans for the ladies? _____ If so, please specify _____

Will a meal be served? _____

PLEASE COMPLETE THE REVERSE SIDE OF THIS FORM

Please provide a time/activity/place schedule for this event. Use as many spaces as may be required.

EXAMPLES:

<u>Time</u>	<u>Activity</u>	<u>Place</u>
4:00 p.m.	Coffee hour	Community Center
5:00 p.m.	Reception of Present/Past Grand Lodge Officers	Lodge Hall
6:00 p.m.	Dinner and program	Community Center

OR

5:00 p.m.	1st Section of 3rd Degree	Lodge Hall
6:00 p.m.	Dinner	Lodge Hall
7:00 p.m.	Reception of Present/Past Grand Lodge Officers	Lodge Hall
7:30 p.m.	2nd Section of 3rd Degree	Lodge Hall

<u>Time</u>	<u>Activity</u>	<u>Place</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

How do you plan to publicize this event? _____

(The Public Relations Committee of the Grand Lodge can assist you in this endeavor. Please send requests to the committee in care of P.O. Box 279, Cedar Rapids, Iowa 52406.)

Please use the bottom portion of this sheet for any additional information you may wish to add.

Name of person completing this form: _____

Office: _____

Phone number in case additional information is needed: (____) _____

E-mail Address _____

Please return this form promptly to:

GRAND LODGE OF IOWA A.F. & F.M
PO BOX 279
CEDAR RAPIDS, IOWA 52406-0279