to be returned

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Province of East Lancashire. Chroment

# PREFACE.

On reference to the Collection it will be perceived that the words—"Provided for in the Constitutions," appear on the right hand margin of 21 of the Rules. These are Laws and Regulations enjoined by Grand Lodge in the Book of Constructions, and, of course, need not be introduced into the Bye-Laws of a Lodge to render it foligatory upon the Lodge to observe and act in accordance with them. It is therefore optional with Lodges to incorporate all, or any, of them, with, or to omit them altogether from, their Bye-Laws. But it is usual with Lodges so to incorporate some of them.

Various references to the Book of Co. stitutions are also interspersed among the Rules, thus, (Const., Art. 7, p. 61,) signifying that in Article No. 7, on page 61, in the Book of Constitutions, some law, authority, example, or precedent, upon which such Rule is based, may be found. The Edition of the Constitutions to which references are thus made is that of 1865, which generally correspond has regards such references, with the various Editions published for several years previously.

It is not expected that every Rule in the Collection will be applicable to the circumstances of every Lodge, and where any Rule happens to be either wholly, or in part, inapplicable, it is obvious that such Kule must either be rejected, or altered, as the circumstances of the case may equire.

P ovincial Grand Lodge,

East Lancashire, January, 1867.

# BYE-LAWS.

I.

Place and time of meeting.

The Lodge shall meet at

on

(Const., Art.7.

at o'clock in the evening, or at svel hour as the Master may deem expedient,

#### II.

signed at every meeting.

At every meeting of the Lodge a Bool called the Tyler's, on Attendance Book, shall be placed in the Ante-room for the purpose of being signed by the Breth on who attend the pleeting; and every Brother who attends snill sign his name, and note down the time in such Book, bafo e he er ors the Lodge.

# III.

What badge, jewels, and emblems may be worn in the Lodge.

No Brother shall be admitted into the Lodge without the proper badge of a Freene on, nor shar any jewel or emblem be worn in the Lodge otn than the specified for the Officers in the Book of Constitutions, except such honorary or other jewels as shall be consistent with these degrees recognized by the Grand Lodge as part of Antient Freemasonry. (Const., Art. 3, p. 18: Art. 22, y. 66, and Revalua, p. 113.)

Provided for in the

1030TH

#### IV.

A Meeting of Emergency may at any time be called by the a "hority of the Master, or, in his absence, of the Senior Warden, or, in their absence, of the Junior Warden, but on no pretence without such authority. The business to be transacted at such Meeting shall be expressed in the summons, recorded on the minutes, and no other business shall be entered upon at such Meeting. (Const., Art. 9, p. 61, 62.)

Provided for in the

Attendance Book to be

2 V.

Expenses of Meetings of Emergency. The expenses of a meeting of emergency shall be paid out of the Lodge fund, unless called for the convenience of any Brother or Candidate, in which case such Brother or Candidate shall pay such proportion (not exceeding )

of the expenses thereof as the Lodge shall determine.

#### VI.

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At every regular meeting, immediately after the Lodge has been opened in the first degree, the minutes of the preeding regular meeting, and of any intervening meeting, shah be read and put for confirmation. (*Const.*, *Art.* 1, *p.* 2)

# VII.

No ceremony shall be commenced, or any new subject or new business entered upon in the Lodge, fter o'clock at night. (Const., Art. 9,1, 28.)

The Master shall be annually elected (Const., Art. 2, p. 59,) at the regular needing

UII.

and his election shall be conducted as follows, viz :--every member present, qualine 1 o vote, shall be supplied with a list of all then embers of the Lodge eligible for the office of Master, and shall place a 1 or other distinctive mark opposite the name of the nember for whom he votes. The Lists when so marked, shall be delivered to the Master, who, in conjunction with the her acting Wardens and Secretary present, shall immediately open and read them aloud to the meeting, and the member who shall have received the greatest number of votes shall be elected. In case of an equality of votes in the election of Master, the Master in the chair, or other presiding officer, shall give the casting vote.

Minutes to be read and

confirmed.

New business not to be entered upon after o'clock at night.

Election of Master.

3 IX.

Brother not having served as Warden not to be elected Master. No brother who has not served for one year the office of Warden in this or some other warranted Lodge, shall be elected Master of this Lodge. (*Const.*, *Art.* 2, *p.* 59.)

#### X.

Master of this Lodge not to be Master of another Lodge at the same time, be Master of any other Lodge without a dispensation. The Master of this Lodge, for the time being, shall not, at the Provided for Const. Art. 3, p. 60.)

#### XI.

The Treasurer shall be annually elected by ballot (Con. t., Art. 2, p. 59,) and the Tyler shall be chosen (Const., Art. 1. of Tylers, p. 91,) by open vote, at the Meeting for the installation of Master.

# XII.

The Annual Festival of the Loders stall be celebrated at

Annual Festival, Installation of Master and appointment of Officers.

Election of Treasurer and

Tyler.

on which occasion, aft r commutation of the minutes, so far at least as relates to the electron of Master, the Master elect shall be regularly installed, after which is shall appoint his Wardens and other Ohicers (Const., Are. 2, p. 59, and Art. 1, p. 74.) who, together with the Treasurer and Tyler elect, shall be then invested and shall forthwith enter won the duties of their respective offices.

#### XIII.

Officers of Lodge and order of rank.

viz :-

Ine Officers of the Lodge shall rank in the following order,

Iaster, Senior Warden, Junior Warden, Chaplain, Treasurer, Secretary, Senior Deacon, (Const., Art. 1, p. 58 and 59.) Junior Deacon, Director of Ceremonies, Organist, Inner Guard, Stewards, Tyler. Provided for in the Constitutions.

#### XIV.

Master of House wherein Lodge meets not to hold office in Lodge without dispensation.

The master of the house at which the meetings of this Lodge shall from time to time be held, shall not hold any office in the Provided for in the Lodge without a dispensation from the Grand Master or the Provincial Grand Master. (Const., Art. 4, p. 60.)

#### XV.

#### Displacement of Officers.

Should the Master be dissatisfied with the conduct of any of his Officers, he may lay the cause of complaint before the Lodge. Constitutions, and, should it appear to the majority of the brethren present that the complaint be well founded, he shall have power to ("splace such Officer, and appoint another. (Const., Art. 9, F 75)

# XVI.

Removal of Tyler from office.

The Tyler may at any time be removed for cause deened sufficient by a majority of the brethren present at a regular meeting of the Lodge. (Const., Art. 1, of Tylers, p. 91.)

Provided for in the Constitutions.

#### Treasurer's duties.

The Treasurer elect, when he shall have been invested, shall receive from his predecessor in office, the accounts of the Lodge and any balance of mineys in land. He shall receive all fees, contributions, and fines from the hands of the Secretary. He shall, previously to his payment of any account or demand against the Lodge, submit the same to the members in open Lodge, and obtain their sanction to such payment. He shall keep clear and distinct accounts of all his receipts and disbursements, and produce such accounts at every regular meeting of the Lodge. The money in his hands, when the same shall have accumulated to the same of after discharging the current liabilities of the Lodge, shall be deposited or invested, as the members of the Lodge in open Lodge assembled shall determine.

#### XVIII.

Audit of Accounts.

The accounts of the Lodge shall be audited annually, by a Committee appointed by the Lodge (Const., Art. 15, p. 64,) at

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the meeting at which the Master is elected, and such Committee shall produce such accounts, so audited, together with their report thereon, at the next regular meeting of the Lodge.

#### XIX.

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Secretary's duties.

The Secretary shall issue written or printed summonses to the members of the Lodge clear days previously to every regular Lodge meeting, and seven clear days previously to every meeting of emergency, particularizing in such summonses the intended business of such meeting. He shall prepare inc have in readiness for every meeting of the Lodge, the Tyler or attendance book, for the signature of the brethren who any attend any such meeting. He shall take minutes of all such proceeding of the Lodge as are proper to be recorded. He shall take the signature of each elected candidate for i it ation, previous v to his initiation, to the form of declarate n prescribed in the Book of Constitutions. He shall record in he Minute book the signing and withdrawal of all Grand Lorige cert cars. He shall prepare all Returns required to be made to trank Lodge and Provincial Grand Lodge, at such times as the laws require. He shall receive all fees, contribuiers, and fines, and forthwith pay them over to the Tressurer. He shall keep a Register of the members of the Lodge, specifying the dates of proposition, admission, or initiation, passing and reising, their ages, titles, additions, professions rades, and their payments of fees, subscriptions, &c. He shal conduct all necessary correspondence, and generally do all such things heretofore have been done, or ought to be done, by th. Secretary of a Lodge; and for such services he shall receive such remuneration from the funds of the Lodge as the members shall from time to time determine upon.

#### XX.

Tyler's duties.

The Tyler shall forthwith deliver to the members of the Lodge, all such notices and summonses as the Master or Secretary may place in his hands for that purpose. He shall keep the furniture, regalia, and paraphernalia of the Lodge, in neat and proper order, and set out the same in time for every meeting of the Lodge, and punctually attend such meeting, and see that every brother asorti attending any meeting of the Lodge sign his name in the Tyler's or attendance book previously to entering the Lodge; and for such services he shall receive such remuneration from the funds of the Lodge as the members shall from time to time determine upon.

#### XXI.

The Fees payable to this Lodge shall be according to lowing scale, viz :--

Proposition fee for a Candidate for initiation ..... Do. for a joining or re-joining Mer der .... Initiation fee, including proposition fee (Const. Art. 9, p. 84). Joining or re-joining fee, including prop sition fee ...

A joining member who has not previously beer registered in the Grand Lodge of England, shall poy, in addition to the joining fee, the charges for registration and certificate. (Const., Art. 9, p. 112.) Any brother, not naving been initiated in this Lodge, who shall receive the second or third degree therein, shall pay to the Lodge fund the sum of for each degree s received, and in case he become a joining member of the Lodge, he shall al o pay the joining fee.

The proposition for shall be paid by the proposer at the time of a aking the proposition, and if the candidate for initiation, or for joining re-joining the Lodge, be approved on ballot, the pr vosition fee shall be retained as part of the initiation fee, or of the joining or re-joining fee, as the case may be; but in the event of an unfavourable ballot, the proposition fee shall be returned.

The initiation fee shall, in all cases, be paid in full prior to initiation, (Const, Art. 9, p. 84,) and the joining or re-joining fee, immediately after the election of the joining or re-joining member.

Fees

# XXII.

Lodge Subscriptions.

The subscription of each member to the Lodge fund shall be

The subscription of a newly-initiated brother shall commence at the meeting of his initiation, and of a joining or re-joining member, at the meeting of his election. Any member who shall be

months in arrear with his subscription, shall no be eligible to vote or to be appointed to any office in the Lodge. Any member who shall be months in rear with his subscription, shall have notice from the Secretary of the existence of such arrears, and of the operation or this Bye-Law, and if they be not liquidated on or before the next regular meeting of the Lodge, the member so in arrear shall be excluded except the Lodge, on satisfactory cause of default being shown, shall extend further indulgence.

# XXM

Proposition and election of Candidates for initiation,

No person shall be made a mason a this Lodge without a regular proposition by a subscribing member thereof at one regular meeting, and a call t at the nex regular meeting, which ballot shall not take place unless his name, title, addition, profession cr/trade, and place of bode, shall have been notified to all the nearbers of the Lodge in the summons convening the meeting at which the ballot is to take place. In cases of emervembers of the Lodge may transmit in writing reher, any two to the Master, the name, title, addition, profession or trade, and place ab de, of any candidate whom they may wish to propose, and the circumstances which cause the emergency; and the Mator, if it be proper, shall cause the same to be notified to every member of the Lodge, either in the summons for the next regular meeting, or in a summons for a Lodge of emergency, to meet at a period of not less than seven days from the issuing of such summons, for the purpose of balloting for the candidate; and if

Provided for in the Constitutions,

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the candidate be then approved, he may be initiated into the first degree. The Master shall, previously to the ballot being taken, cause the proposition and emergency to be recorded in the minute book of the Lodge. (Const., Art. 2, p. 81, 82.)

#### XXIV.

Qualification and declaration of Candidates for initiation.

No man shall be made a mason in this Lodge under the age of twenty-one years, unless by dispensation from the Grand Master, or Provincial Grand Master.

Every candidate must be a free man, his own master, and at the time of initiation, in reputable circumstances. Previous, co his initiation he must subscribe his name at full length, to a declaration of the following import," viz:-

To the Worshipful Master, Wardens, Officers and Hembers of No.

## Lodge of

I.....being a free man and of t'e fill age of twenty-one years, do declare, that, inbiassed by the improper solicitation of friends, and un affilenced in mercenary or other unworthy motive, I freely and voluntarily ffer myself a candidate for the mysteries of masonry that I am prompted by a favourable opition conceived of the institution and a desire of knowledge; and that I will ch erfully conform to all the antient usages a d established cust my of the Order.

Witness my hand this ..... day of ...

. . . . . . . . . . . . . .

82, 83.) Cons

Any individual who cannot write is consequently ineligible to be admitted.

#### XXV.

it. ed must a member.

The Lodge must receive as a member, without further proposition or ballot, any brother initiated therein, provided such brother express his wish to that effect on the day of his initiation, to ascertain which the Master shall call his attention to this law. (Const, Art. 13, p. 63.)

Provided for in the Constitutions.

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Provided for in the

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# 9 XXVI.

Not more than five to be initiated on the same day without dispensation. Interval of time in conferring degrees.

There shall not be initiated in this Lodge more than five persons on the same day, unless by a dispensation from the Grand Master or the Provincial Grand Master; (*Const.*, *Art.* 6, *p.* 83,) neither shall a higher degree be conferred on any brother in this Lodge, at a less interval than four weeks from his receiving a previous degree, nor until he shall have passed an examination in open Lodge in that degree. (*Const.*, *Art.* 7, *p.* 83.)

N.B.—No dispensation can be granted to any Lodge in England to shorten this interval.

# XXVII.

Proposition and election of joining members.

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exclude

No brother shall be admitted a joining tember of this Lodge without a regular proposition therein in pen Lodge by a subscribing member thereof, nor wath his name, title, addition, profession or trade, and place of above, as well as the name and number of the Lodge of which he is, or was lat, a member, or in which he was initiated shall have been in tified to all the members of this Lodge. In the summons for the next regular Lodge meeting which shall be held after the proposition, at which meeting his do nd Lodge Certificate, and also a Certificate from his former Lodge, stating, the circumstances under which he left such Lodge, must be produced, and the decision of the brethren must be ascertance by ballot. (*Const., Art.* 1, p. 80, 81.)

#### XXVIII.

No person shall be made a Mason in, or admitted a member of, this L dge, if, on the ballot black or adverse, balls appear against him. (*Const., Art.* 4, p. 83.) The proposer of any candidate for initiation, or for joining or re-joining the Lodge, shall cause the result of the ballot to be communicated to such candidate.

#### XXIX.

Grand Lodge Certificate Every member of this Lodge to whom a Grand Lodge certificate

Provided for in the Constitutions.

Prov ded for in Constructions. shall be granted, shall sign his name in the margin thereof (*Const.*, *Art.* 2, *p.* 87,) in open Lodge, or, in case of urgency, in the presence of any two members of the Lodge, who shall give immediate notice thereof to the Secretary.

# XXX.

Limitation of time for admission after election. If any candidate for initiation, or for joining or re-joining the Lodge, shall fail to present himself for admission either at the meeting at which he shall have been balloted for and approved or on some one of the next regular meetings of the Lodge, (except the Lodge on satisfactory cause default being shewn shall extend further indulgence) his proposition fee shall be forfeited to the Lodge, and he shall be deprived of the right to admission without a renewed proposition and ballot.

# XXXI

Resignation of members.

Any member may resign his membership by going a written notice to that effect to the Secretary, or by perionally signifying in open Lodge his with to resign; and on discharging all arrears he shall cease to be a member, otherwise his resignation shall not be accepted.

# YYII.

Whenever any member of the Lodge shall resign, or shall be excluded, or whenever at a future time he may require it, he shall be furnished with a certificate stating the circumstances in der which he left the Lodge, (*Const., Art.* 6, p. 78,) but no charge shall under any pretence be made for such certificate, (*Const., Art.* 7, p. 89,) and no certificate shall, under any circumtances, be given by this Lodge, or by any officer or member thereof, to enable a mason to proceed from Lodge to Lodge as a pauper, or in an itinerant manner to apply to Lodges for relief. (*Const., Art.* 17, p. 64.)

#### XXXIII.

Lodge Books,

Lodge Certificates.

A book or books shall be kept in which shall be entered the

Provided for in the Constitutions.

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names of the members of the Lodge, and of all persons admitted therein, with the dates of their proposition, admission or initiation, passing and raising; their ages, titles, additions, professions or trades, and places of abode, together with such other transactions of the Lodge as are proper to be written. The Master of the Lodge shall be responsible for the observance of this rule. (*Const.*, *Art.* 6, *p.* 61.)

# XXXIV. Once in every year, and within two calendar months after the

Returns to Grand Lodge and Provincial Grand Lodge.

installation of Master, a return shall be made to the Grund Secretary, of the Master, Wardens, and Past Masters of the Lodge, and of all members of the Lodge entitled to at and the Grand Lodge as Past Masters, having served the office of Master in some other Lodge, specifying the Lodge in which each of the. has served the office of Master. (Const. Art 25) p. 66, 67. once in every year, and within two calerdar months alter the 31st day of December, there shall be transmitted to the Grand Secretary a regular list, signed by the Master and the Secretary. of the members of the Leige, ad of the brethren initiated or admitted therein since the last return, with the dates of initiation or joining, and wave bassed or raised, the dates of those degrees respectively, togeth r with the ag s, titles, additions, professions or trades, if such brethren, and the name and number of the Lodge which a joining member then, or formerly, belonged, and at the same time, all moneys due to the Grand Lodge shall be remitted to the Grand Secretary. (Const., Art. 26, p. 67.) All returns and payments due to the Provincial Grand Lodge shall also be made at such time or times as the laws of the Pr vincial Grand Lodge may require. (Const., Art. 15, p. 64, and Art. 2, p. 70.)

#### XXXV.

Lodge property deemed to belong to the Master and Wardens in trust for the members.

The jewels, furniture, and other effects and property of the Lodge, shall be deemed to belong to the Master and Wardens for

Provided for in the Constitutions.

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Provided for in the Constitutions.

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the time being, in trust for the members of the Lodge, and the Master of the house wherein the meetings of the Lodge shall be held, shall have no lien thereon, nor shall he be suffered to be the owner of the jewels, furniture, or other effects of the Lodge. (Const., Art. 22, p. 66.)

# XXXVI.

Inventory of Lodge Property, An inventory of the jewels, furniture, and other effects and property of the Lodge, shall be taken once in every year, in the interval between the meeting of election, and the meeting of installation, of Master, by a Committee appointed by the hodge at the meeting of election of Master, and such Con nitre shall present such inventory at the meeting for installation. The Master shall be responsible for the safe custory of the jewen furniture, and other effects comprised in an 'ninventory, no shall annually insure the same, at the cost of the Lodge, in such office, and in such amount, as the Lodge shall determine.

# AXYVII.

Death, removal, incapacity, or absence of Master. If the Master shill die, be remived or be incapable of discharging the duties of his office, the Senior Warden, and in the absence of the Senior Warden, the Junior Warden, and in the absence of both Wardens, then the immediate Past Master, or in his absence, the Senior P st Master, shall act as Master in summoning the Lodge until the next election of officers. In the absence of the Master, the immediate Past Master, or if he be absent, the denior Past Master of the Lodge present, shall take the chair; and if no Past Master of the Lodge be present, then the Senior Warden, or in the absence of the Senior Warden, the Junior Warden, or in the absence of both Wardens, the officer next in rank and seniority present, shall rule the Lodge, but not in the Master's chair, unless he has been installed Master of a regular warranted Lodge. (*Const., Art.* 6, p. 75, 76.)

Provided for in the Constitutions.

Provided for in the Constitutions.

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#### XXXVIII.

Behaviour of members in the Lodge. If any member behave in such a manner as to disturb the harmony of the Lodge, he shall be thrice formally admonished by the Master, and if he persist in his irregular conduct, he shall be censured or fined in such sum not exceeding

as the members of the Lodge present shall determine, and if he refuse to submit to such censure or pay such fine, or if he solve persist in his irregular conduct, he shall be excluded. (*Const.*, *Art.* 20, *p.* 65.) The name of every brother so excluded, with the cause of exclusion, shall be sent to the Grand Storetory and to the Provincial Grand Master. (*Const.*, *Art.* 1, *p.* 65.)

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# XXXIX.

Motion for a grant of money.

No motion for a grant of money exceeding in amount shall be made unless notice thereof in writing shall have been given, in open Lodg, or to the Secretary, at least days previously to the making at which the same is intended to be subritted for consideration, and have been also inserted in the unimous convening such meeting.

Motion, how to be made,

Question or motio un ler discussion, Every motion must be aldressed to the Master in the chair, a. J. being seconded, must be delivered in writing to the Secretary.

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### XLI.

When any question or motion is under discussion in the Lodge, the protier introducing it or speaking thereon must confine himsen to the question, or motion, and address himself, standing to race, to the Master in the chair.

#### XLII.

No brother to speak twice to same question. No brother shall speak twice to the same question, unless in explanation, or the mover in reply. (*Const.*, *Art.* 4, *p.* 27.)

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# XLIII.

Decision of questions,

All questions shall be decided by a majority of votes. Whenever it shall happen that the number of votes are equal upon any question to be decided in the Lodge, either by ballot or otherwise, the Master in the chair, or other presiding Officer, Constitut on shall be entitled to give a second or casting vote, in addition to his vote as a member of the Lodge, excepting upon a ballot for ad candidate for initiation, or a brother to join. (Const., Art. p. 59.1

#### XLIV.

Autient charges to be read at every meeting.

At every meeting of the Lodge, a portion of the antient charges from the Book of Constitutions, shall be real ar un in open Lodge, by such brother and at such time is the Master nal order. (Const. Title page-The charges of a Freemason to read when the Master shall order it.

# XIV

All refreshments shall be under the direction of the Master, or in his absence, of the I ast Master on he presiding member, and no refreshments shall be ordered by any brother without the consent of the Muster, Jr the Past Master, or such other presiding member, nor after they have departed. (Const., Art. 9, p. 44) The Lodge shall, from time to time, determine by resolution in open Looge, what amount may be expended in refreshments.

## XLVI.

to visitor spall be admitted into the Lodge unless he be personally know, recommended, or well vouched for after due example on by one of the brethren present; and during his continuance in the Lodge, he must be subject to the Bye-Laws the Lodge. The Master of this Lodge shall be bound to enforce these regulations. (Const., Art. 1, p. 86.)

#### XLVII.

It shall be within the power of the Master, Wardens, and brethren of this Lodge, to refuse admission to any visitor of known bad character. (Const., Art. 2, p. 86.)

Provided for in the Constitutions.

Refusal of admission to visitors of known bad character.

Admission of Visito



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Provided for in the

Provided for in the Constitutions

# 15 XLVIII.

Visitor not to speak or

No visitor shall speak to any question in the Lodge without leave of the Master, nor shall he on any occasion be permitted to vote. (Const., Art. 7, p. 19.)

#### XLIX.

Visitor partaking of refreshments.

A visitor may be allowed to partake of refreshment once during the Master's year free of expense, but on any other occasion he shall pay

except on a festival occasion, when he shall pay

unless specially invited by the Master's authority

and regulations of the craft

# L. Cases not provided for in these Bye-I aws shall be decided by

a majority of the brethren present as a meeting of the Lodge duly summoned, at which the same may be regularly introduced, provided that such decision be consistent with the general laws

(Const., . ri. 5, p. 78.)

Cases not provided for in these Bye-Laws,

Bye-Laws to be written or printed in a book and signed by every member.

These Byo-L we shall be fairly written or printed in a book, which shall be delivered to the Master on his installation, when he shall soleranly pledge himself to observe and enforce them; and every present and uture member of this Lodge shall sign a coclention of his submission to them, and shall at the same time be furnished vith a printed copy thereof. (Const., Art. 5, p. 60.)

Provided for in the onstitutions.

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LII.

No motion for a new Bye-Law or regulation, or for the alteration or repeal of an old one, shall be made without one month's notice thereof in writing being given in open Lodge, nor unless every member has been summoned by circular to take such motion into consideration.

These Bye-Laws were adopted by the members of the

Lodge, No. in open Lodge assembled, on the day of 18 , subject to approval by proper authority.

W.M.

S.W.

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The foregoing Bye-Laws appearing to be in conformity with the rules and regulations of the craft, I hereby approve of an sanction the same.

Provincial Grand Master, East Lancashire.

# DECLARATION.

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