



New Jersey DeMolay
 Letter of Completion / Supplementary Form
 Past Master Councilor Meritorious Service Award



Executive Officer: _____

Date: _____

Instructions: At the close of his term, the Master Councilor must submit a letter to the Executive Officer, or the person designated to administer this program, summarizing his term and explaining the items listed previously. In the letter, he must analyze his program, explaining the results of each activity and any changes that were made. The final letter must contain a statement of confirmation from the Chapter Advisor and must be sent within 10 days of the end of the Master Councilor's term.

Date of Application:		Chapter:	
Name:			
Address:		City, State, Zip	
Telephone:		Email:	
Chapter Installation Date:		End of Term Date:	

This letter is to inform you that I meet all the requirements to qualify for the Past Master Councilor's Meritorious Service Award. The following information is an explanation of my activities during my term.

I PERFORMED FROM MEMORY (without using written notes or book)

Number of opened meetings: _____

Number of closed meetings: _____

We held Degrees as stated below:

Date(s) of Initiatory Degree _____

Date(s) of DeMolay Degree _____

Number of Candidates _____

We held the following Activities (attached detailed summary of each (how many attended, description of the event, outcome of event and reason for outcome):

- Civic Service _____
- Fundraising _____
- Social Activity _____
- Athletic Activity _____
- Masonic Service _____

Name _____

We observed the following Obligatory Days:

Obligatory Day	Date	Members Attended
Patriots Day	_____	_____
Devotional Day	_____	_____
Parents Day	_____	_____
Government Day	_____	_____
Education Day	_____	_____
Frank S. Land Memorial Day	_____	_____
Day of Comfort	_____	_____
Other Pertinent Information:		

Signature of DeMolay

Date

APPROVED BY:

Print & Signature of Chapter Advisor

Date

Print & Signature of Advisory Council Chairman

Date

Enclosures

