AMENDMENT(S) TO CHAPTER BY-LAWS

Enclose the following:
1. A copy of the Amendment(s) precisely worded.
2. A complete copy of the Chapter Bylaws before amending.
3. A complete copy of the Chapter Bylaws as it will read if the amendment(s) is(are) adopted.
4. Two (2) copies of this letter.

Worthy Grand Matron

Dear Sister,

At a stated meeting of __________ Chapter No. ______, held on __________, the above amendment(s) to our Chapter Bylaws ______ presented to the Chapter.

At a stated meeting of __________ Chapter No. ______, held on __________, with ______ (number) members of the Chapter present, the above mentioned amendment(s) was/were read to the Chapter; a motion was made and carried to adopt the amendment(s) subject to the approval of the Worthy Grand Matron. Must lay over for one month before vote is taken.

There were ______ (number) members who voted for the bylaws to be amended as proposed.

There were ______ (number) members who voted against the bylaws to be amended as proposed.

Thank you for giving this matter your prompt attention.

____________________________________
(Secretary)

____________________________________
(Date)

Amendment(s) to Bylaws approved __________
Amendment(s) to Bylaws disapproved __________

____________________________________
WGM

____________________________________
(Grand Chapter Seal)

____________________________________
(Date)

Revised January 2017
Approved by the Clearing Committee