Sent to the Grand Secretary in triplicate.

Grand Chapter R.A.M. of Oregon

REC Mike Sullivan, Secretary

PO Box 418

Coos Bay, OR 97420

Month Day, Year

Most Excellent Grand High Priest,

“At the [Month] Stated Convocation of [Chapter Name] [Chapter No.], held on [meeting date], by majority vote, the membership voted to request a Dispensation to {include reason ex: move the date of the December Stated Convocation to (new date). The reason for this request is {include reason ex: to allow the Chapter to meet due to Christmas falling on the Chapter’s normal meeting night.}

If approved, the Chapter membership will be notified in the usual manner.

Signed

Lodge seal