



THE LEGION OF MARY
OUR LADY VIRGIN MOST PRUDENT SENIOR CURIA
OUR LADY OF FATIMA CATHEDRAL
E-MAIL: virginmostprudentcuria@yahoo.com

PRAESIDIUM VISITATION FORM

Name of Visiting Praesidium:.....

Name of Praesidium Visited:.....

Date of Visit:**Number of Members Present:**

Officers Present:

Was the Praesidium notified prior to the visit? Yes/No

MEETING TIME AND PLACE:

| | | |
|---|------------------------------|-----------------------------|
| Was the meeting place adequate? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Do officers come early to set up? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Was the altar and meeting place properly set? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Did each member have an agenda? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Did the meeting begin on time? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

ROSARY AND SPIRITUAL READING:

| | | |
|--|------------------------------|-----------------------------|
| Did members kneel for the Rosary? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Do members reverently pray the Rosary? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Was the spiritual reading suitable? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Did members have their Handbooks? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

THE MINUTES:

| | | |
|--|------------------------------|-----------------------------|
| Did the reading of the minute set a good tone for the meeting? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
|--|------------------------------|-----------------------------|

THE ROLL CALL:

| | | |
|---|------------------------------|-----------------------------|
| Is there a sign-in sheet or other method of recording attendance? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
|---|------------------------------|-----------------------------|

Is the attendance percentage reported at the meeting including the
Number of absent, excused and any vacant post(s) _____

STATIONARIES AND REPORT:

| | | |
|---|------------------------------|-----------------------------|
| Are report of work marked in the worksheet? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Did members report with a notebook/companionship? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Was the report adequate and audible? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Does the treasurer's record tally with presidents' worksheet balance? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Are reports from council meetings documented? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Was allocation of work made? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Was the SBC announced? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Are all stationaries kept to standard? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

Was there discussion and correction of errors? Yes ☐ No ☐

ORDER OF MEETING:

Does the praesidium keep an active contact with auxillaries? Yes ☐ No ☐

Are there probationers longer than six months? Yes ☐ No ☐

Do members show respect for each other and the Praesidium? Yes ☐ No ☐

Are all expenditure appropriate? Yes ☐ No ☐

Do members seem to understand the Legion System? Yes ☐ No ☐

Did the meeting last within the appropriate time? Yes ☐ No ☐

Was there discussion of the report and correction of errors? Yes ☐ No ☐

OTHERS:

a. Suggstions/ Questions by members of the Praesidium visited

b. Response to Suggestions/questions raised

c. Any other observation/comment by visitors:

d. Advice of visitors to the Curia (if any)

Name of Visitors

Signatures

1.

2.

3.

4.
