



The Grand Council
Of Royal And Select Masters
Of Texas



To: [Firstname Lastname], Thrice Illustrious Master
From: [Firstname Lastname], District Deputy Grand Master
Subject: [First] [Second] Official Visit of 2020
Date: [Month Day, Year]

Dear Companion [Lastname]:

I would like to conduct my official visit with you and the companions at [Name] Council No. [Number] on [Date] at [Name] Masonic Lodge.

In order that I may complete the required paperwork, I need to visit with you, the Recorder, the Treasurer, and any other officers whom you wish to attend, prior to the meeting. Since the meeting opens at [Time], I recommend that we meet one hour earlier in the Recorder's office.

I am looking forwards to visiting the Council [with my District Deputy Grand High Priest counterpart] [and] [with a grader] and request that as per the standards of our Most Illustrious Grand Master, Companion Don Paul Payton, no ritual books be used by Companions other than the Chaplain when opening or closing the Council. Most Illustrious Companion Payton strongly encourages ritualistic excellence and warmly welcomes you to participate in the Grand Council Grading Competition.

I will witness the opening of the Council, and then, shortly after, I will retire from the Council room for the official reception, as described in the 2016 edition of the *Texas Council Monitor*.

Thank you in advance for your time, effort, and dedication to Cryptic Masonry. Please do not hesitate to contact me in advance with any questions you may have for me.

Zealously and Fraternally,

[Firstname Lastname]
District Deputy Grand Master of Cryptic District No. [Number],
Most Illustrious Grand Council of Royal and Select Masters of Texas

[Phone Number]

[Email Address]