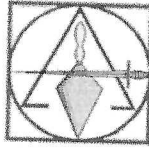


THE GRAND YORK RITE COUNCIL OF FLORIDA



M.I. Gene A. Lance
Grand Master

Richard C. Brooks
Grand Recorder

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June 4, 2022

Directive No.1

Whereas it has become increasingly more important that all monetary transactions have traceability. The following procedures should be followed when donating to our charity CMMRF.

1. Individual Donations:

- a. Cash must be turned over to the Recorder. The Treasurer will then deposit the money and issue a check to CMMRF citing the Council and the individual making the donation.
- b. Checks made out to CMMRF may be sent directly to the State Chairman of CMMRF. They should also show the Council's name and number written on the lower left-hand corner of the check.

2. Group Donations:

Events or Group Donations:

A list will be maintained of all donors at the function. Funds will be counted and verified by at least 2 people. All funds along with the list will be turned over to the Recorder of the Council for verification. Then deposited in the Council's checking account and a new check then written and sent to the chairman of CMMRF along with the donation list.

Gene A Lance

Most Illustrious Grand Master of the Grand Council of Royal and Select
Masters of Florida

