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PENNSYLVANIA STATE COURT

“You are the salt of the earth…You are the light of the world…” Matthew 5:13-16

1530 Hollywood Drive

Lancaster, PA 17601

**DISTRICT DEPUTY REPORTING FORMS FOR FINANCIAL REVIEWS**

**RECEPTION OF NEW MEMBERS**

**INSTALLATION OF OFFICERS**

Name of District Deputy \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Assigned to Court \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of this Report \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Purpose \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Financial Review**

1. Date of Review \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Were the members of the Financial Review Team present? \_\_\_\_\_\_\_\_\_\_\_\_
3. Were the necessary books and materials at hand? \_\_\_\_\_\_\_\_\_\_\_\_
4. Were the books in proper order? \_\_\_\_\_\_\_\_\_\_\_\_
5. Overall description of Financial Review:

**Reception of New Members**

1. Date held \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Number of members received \_\_\_\_\_\_\_\_\_\_\_\_
3. Was reception at Mass? \_\_\_\_\_\_\_\_\_\_\_\_ in the Court Room? \_\_\_\_\_\_\_\_\_\_\_\_
4. Was Court Chaplain involved? \_\_\_\_\_\_\_\_\_\_\_\_
5. Were any guests present? \_\_\_\_\_\_\_\_\_\_\_\_

**Installation of Officers**

1. Date held \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Were all officers present? \_\_\_\_\_\_\_\_\_\_\_\_ If not, who was absent? \_\_\_\_\_\_\_\_\_\_\_\_
3. Was installation at Mass? \_\_\_\_\_\_\_\_\_\_\_\_ in the Court Room? \_\_\_\_\_\_\_\_\_\_\_\_
4. Did the Court Chaplain participate? \_\_\_\_\_\_\_\_\_\_\_\_

If not, did the Spiritual Advisor participate? \_\_\_\_\_\_\_\_\_\_\_\_

1. Were any guests present? \_\_\_\_\_\_\_\_\_\_\_\_