



**Grand Encampment of Knights Templar  
United States of America and its Jurisdiction P.H.A., Inc  
&  
International Grand Court Cyrene Crusaders  
Auxiliary to the Grand Encampment of Knights Templar  
of the United States of America and Foreign Jurisdictions, P.H.A.**



CREATED May 05, 2021

OFFICIAL REQUIREMENTS

**A. INVITATIONS**

1. Jurisdictions inviting the Grand Encampment Knights Templar to meet in their State must be members of the Grand Encampment and International Grand Court and have a Grand Commandery and a Grand Court Cyrene Crusaders/Guilds.
2. An official signed letter from the Most Worshipful Grand Master of the inviting Jurisdiction is to be submitted to the Grand Encampment. The letter should express the MWGM's willingness for the Grand Encampment to meet in his jurisdiction.
3. An official signed letter of invitation from the Grand Commander of Knights Templar is to be submitted to the Chairman of the Time and Place Committee. The letter is subject to approval by the Grand Encampment.

**B. ACCOMMODATIONS**

1. The host jurisdiction may recommend a city and submit names of various hotels to the Grand Encampment Convention Coordinators. The Coordinators will schedule a site visit to the recommended locations. At a minimum, the hotel must have at least 325 rooms and adequate meeting space. The Grand Encampment will make the final decision on the hotel.
2. The Grand Encampment shall be responsible for housing the Most Eminent Grand Master of the Grand Encampment, Right Eminent Deputy Grand Master, International Grand Princess Commandress, International Grand Royal Advisor, and the jurisdiction's Most Worshipful Grand Master. The Grand Encampment's Registration and Ball fees for the jurisdiction's Most Eminent Grand Commander, Most Royal Grand Commandress/Grand Princess Captain, Most Royal Grand Chief Engineer/Grand Royal Advisor, and the Most Worshipful Grand Master will be gratis.
3. The host jurisdiction shall be responsible for housing the Most Eminent Grand Commander, Most Royal Grand Commandress/Grand Princess Captain, and Most Royal Grand Chief Engineer/Grand Royal Advisor.

### C. SPECIFICATIONS

1. A minimum of 450 Souvenir Journals are required to be printed. The proceeds from the Souvenir Journal Ads shall go to the host jurisdiction.
2. A minimum of 450 Souvenir Kits (convention bags) are to be furnished by the host jurisdiction. The souvenir kits are to be packed and turned over to the Grand Encampment Convention Coordinators on the Tuesday preceding the opening of the Grand Encampment. All kits and souvenir journals, etc., not used by the Grand Encampment will be returned to the host jurisdiction.

### D. SPECIAL ACTIVITIES OF THE GRAND ENCAMPMENT

1. The host jurisdiction may host hospitality on Wednesday evening, but it is not mandatory.
2. On Thursday afternoon an Awards Luncheon will be held.
3. On Thursday evening a Sword & Drill Competition will be held followed by the Queens/Kings/Lady-in-Waiting Contest.
4. On Friday morning is the Grand Encampment's Prayer Breakfast.
5. The host jurisdiction may suggest a musical band/soloist, may secure bids or prices, and submit the information to the Convention Coordinators for approval.

### E. JOINT MEMORIAL SERVICES

1. The Grand Encampment will provide the time and place of the Joint Memorial Service.
2. The Grand Encampment Prelate will print 400 programs using the format provided by the Grand Encampment.
3. The host jurisdiction will have input regarding the Gospel Fest Program which follows the Joint Memorial Service (e.g., speaker or choir).

### F. ANNUAL BANQUET

1. The Annual Banquet is held on Friday night.
2. The Grand Encampment will furnish the programs and tickets for the Annual Banquet.
3. The Grand Encampment and International Grand Court will open on Wednesday and close on Friday.
4. The host jurisdiction is permitted to have sightseeing tours or any other activities anytime, other than those specified by the Grand Encampment. These activities are solely for the benefit and cost of the host jurisdiction.

## G. SUGGESTED LOCAL COMMITTEES

1. Host Jurisdiction Chairpersons
2. Souvenir Journal Committee
3. Hospitality Committee
4. Publicity Committee
5. Committee on Kits
6. Any other committees the host jurisdiction deems necessary for the entertaining of the Grand Encampment attendees.
7. Hostesses to assist the Convention Coordinators and/or the International Princess Commandress.