



UNITED GRAND LODGE
OF ENGLAND

LETTER OF INSTRUCTION – 2020

ANNUAL RETURN OF MEMBERS. A Return becomes due each year and will be **emailed** to you, in the first instance. It should be checked, updated and returned, **in its entirety** duly signed and **accompanied by a remittance for the appropriate Annual Dues**. We recommend that the following email addresses are added to your safe senders list: acroci@ugle.org.uk and registration@ugle.org.uk. **The full amount is payable for every Brother whose name appears on the Return, whether they are clear on the Lodge books or not and includes those whose membership commenced or ceased during the year covered by the Return.**

REGISTRATION FORM P. This form requires all the relevant information to be completed to enable the successful registration of a member. Once completed it should be forwarded **immediately after their admission** with the appropriate and current fee. This form is now available electronically and can be obtained by emailing your Provincial office or registration@ugle.org.uk

LP&A4 (INSTALLATION RETURN - MASTER, WARDENS & PAST MASTERS). The LP&A4 form must be completed and returned **immediately after the Installation Meeting**. This form is available electronically and will be emailed to you shortly before the Installation Meeting.

LP&A5 (APPLICATION FORM FOR ISSUE OF A GRAND LODGE CERTIFICATE). Application should be made on Form LP&A5 immediately after a Brother has been raised **and received the Traditional History**. This form is available electronically and can be obtained by emailing your Provincial office or registration@ugle.org.uk.

ALL THE ABOVE ITEMS SHOULD BE SENT VIA YOUR PROVINCIAL OFFICE, IF APPLICABLE

DUES, FEES AND THE MASONIC CHARITABLE FOUNDATION CONTRIBUTION FOR 2020	
ANNUAL DUES (<i>per member, inclusive of VAT</i>) †	£41.00
THE MASONIC CHARITABLE FOUNDATION CONTRIBUTION (Rule 271) (<i>per member</i>) †	£17.00
REGISTRATION FEES (Rule 270) * ‡ (<i>Initiates and Joiners from other Grand Lodges</i>)	£62.00
REPLACEMENT GRAND LODGE CERTIFICATE *	£66.00
DISPENSATION (<i>granted by the Grand Master</i>) *	£37.00
DISPENSATION (<i>granted by the Grand Master</i>) "Nunc pro tunc" *	£74.00
* VAT at the Full Standard Rate must be added	
† Reduction of 50% applies to Brethren under the age of 25 at any time during the year	
‡ Reduction of 50% applies to Brethren under the age of 25 upon initiation for Registration Fees	

PAYMENTS TO UNITED GRAND LODGE OF ENGLAND. Cheques for UGLE should be made payable to 'United Grand Lodge of England'. You may also pay for the above items by bank transfer. **Account name:** United Grand Lodge of England **Sort Code:** 20-32-29 **Account No:** 40920592.

If paying by bank transfer, the reference to be used **must** be your Lodge number and what the payment is for, e.g. LXXXX AR 2020 (*for Annual Dues*), LXXXX RF (*for Registration Fees*), LXXXX Disp (*for Dispensations*) and LXXXX RC (*for Replacement Grand Lodge Certificates*). It is **imperative** that when sending in a hard copy of the relevant form or letter (if applying for a Replacement Grand Lodge certificate), you clearly state that payment has been made by bank transfer and provide relevant details i.e. the amount paid, date and reference used.

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