

SUPPLEMENTAL INSTRUCTION NUMBER 12

PROCEDURE TO MERGE, CLOSE, OR REINSTITUTE BETHEL

1. Merge of Bethels

- (a) The Supreme or Grand Guardian, with the written consent of a majority of the Executive Supreme or Executive Grand Guardian Council, excluding the Supreme/Grand Secretary and Treasurer, may issue a dispensation for two (2) or more Bethels to merge, or may instruct them in writing to do so.
- (b) When the merger is accomplished, the funds, regalia, and other property of merging Bethels shall become the property of the merged Bethel.
- (c) When Bethels are merged, the number to be assigned to the merged Bethel shall be determined by mutual agreement of the Bethels concerned. When agreement cannot be achieved, the Supreme or Grand Guardian shall make the final decision. She may assign a new consecutive number or may assign a previously used number, in which case a Charter shall be issued immediately with the date of the merger, the new number, and bear the names of the Daughters of the merging Bethels.
- (d) An Honored Queen or a Princess of a merging Bethel who does not continue as one of the five (5) elective officers of the merged Bethel shall be known as a Past Honored Queen or a Past Senior Princess or a Past Junior Princess of one of the original Bethels and entitled to all honors provided she has qualified for the office to the satisfaction of the Executive members of the BGC of her original Bethel.

2. Close of a Bethel

- (a) When the Dispensation or Charter of a Bethel is revoked or relinquished, its funds, regalia, and other property shall become the property of the Supreme or Grand Guardian Council.
- (b) The Supreme or Grand Guardian, with the written consent of a majority of the Executive members of the SGC or GGC, excluding the Supreme/Grand Secretary and Treasurer, may dispose of the property.

3. Members of a Closed Bethel

- (a) Members of a closed Bethel, under dispensation or chartered, shall retain their good standing in the Order for a period of six (6) months thereafter, unless suspended prior to such revocation.
- (b) Members shall be entitled to visit other Bethels during the six (6) month period and may apply for membership therein. Their Petitions for Affiliation must be accompanied by a receipt from the Executive Manager or Grand Secretary for all dues payable to the Order up to the date of revocation of the Dispensation or Charter of the Bethel. If such petitions are made within the stated six (6) month period, no affiliation fee will be required. The petition shall be signed by a member of the Bethel and referred to the Executive members of the BGC for action.
- (c) Members who do not affiliate within the six (6) month period and whose dues are paid up to the revocation of the Dispensation or Charter, shall be issued demits by the Executive Manager or Grand Secretary, or may continue their membership in the Order by payment of annual dues to the Executive Manager or Grand Secretary.

4. Reinstitute a Bethel

- (a) A closed Bethel shall only be restituted in the location of the original charter.
 - (1) To reinstitute a closed Bethel the Supreme/Grand Guardian shall receive Petition to Reinstitute, Form 102 accompanied by a payment of seventy five (75.00) USD, CAD, AUD, PHP or BRL ...etc., to provide supplies as outlined in SI 16.
 - (2) A minimum of either eight (8) Job's Daughters and/or petitions for Membership is necessary to reinstitute. A minimum of five (5) Executive Council Members is also necessary to reinstitute. Nine (9) council members, five (5) Executive and four (4) Associate, will be required prior to chartering.
- (b) To reinstitute a closed Bethel, the procedures set out in SI 10.1 Sections 2 through 9, Section 10 (a) & (b) and Section 11 shall apply. Following the "Guidelines for Bethel Inspection prior to Chartering" (SI-10.2), the Inspecting Deputy shall recommend the Bethel re-chartered. The original Charter shall be used.
- (c) The following procedures shall apply:
 - SI-10.1 2. Eligibility for Bethel Membership
 - SI-10.1 3. Eligibility for Appointment to Bethel Guardian Council (BGC) Sec. 1 and Sec. 2

- SI-10.1 4. Meeting Place
- SI-10.1 5. Supplies
- SI-10.1 6. Dispensation
- SI-10.1 7. Appointment of Bethel Guardian Council
- SI-10.1 8. Appointment of Bethel Officers
- SI-10.1 9. Institution and Installation
- SI-10.1 10. Charter
- SI-10.1 11. Special Assistance