

**CHAPTER SECRETARY'S REPORT OF DECEASED MEMBER**

**(Information required by the Grand Chaplain for sending sympathy card to next of kin and for the Necrology Report to Grand Chapter at the Memorial Service and for inclusion in the Grand Proceedings.)**

**Please send information as soon as possible after being notified of member's death. The chapter Seal should be affixed to this notice. Copies should also be sent to Worthy Grand Matron Associate Grand Matron, Grand Conductress, and Associate Grand Conductress.**

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**Chapter Name and Number**

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**Name of deceased member**

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**Date of death (month, day, year)**

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**Name of next of kin**

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**Relationship to deceased**

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**Address of next of kin**

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**Was there an Eastern Star funeral?**

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**Place of Interment (if known)**

**OTHER INFORMATION OF INTEREST ABOUT THE DECEASED MEMBER**

**(Such as when/where Initiated: affiliations with other chapters: offices held; grand offices held. Was deceased member a 50-year or Life Member? Was she/he still active in her/his chapter? Other information you deem of interest. Write on back of this sheet or add addition page if needed.) Enclose copy of newspaper clipping if available.**

**(Chapter Seal)**

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**Chapter Secretary**