

## Example of PMC-MSA Letter of Intent

CURRENT DATE

Dad Brian Noble,  
Executive Officer - Massachusetts  
186 Tremont St.  
Boston, MA 02111

Dear Dad Noble:

It is my intent, as Master Councilor of \_\_\_\_\_ Chapter to qualify for the Past Master Councilor's Meritorious Service Award during my term, *<specify dates>*.

I have, with the cooperation of the other two Councilors and the Advisory Council, completed the enclosed written program of activities for my term. I have seen to it that this written program has been duplicated and distributed to the members of my Chapter.

On my honor as a DeMolay, I state that I have learned and committed to memory the Opening and Closing ceremonies as found in the Ritual.

Sincerely and fraternally,

\_\_\_\_\_  
<Your signature here>

<Type your name here>

<Type your address here>

<Type your City, State and Zip Code here>

<Type your email address here>

<Type your phone number here>

I certify the above statements to be true.

\_\_\_\_\_  
<Signature of Chapter Dad or Chairman >

This letter of intent may be sent as e-mail providing it is sent within the time periods specified and should be a pass-on from the Chapter Advisor or Advisory Council Chairman