

# University Heights Lodge No. 0738 F. & A. M.

5516 Mayfield Road  
Lyndhurst, OH 44124

## INSTRUCTION FOR COMPLETING A PETITION FOR MEMBERSHIP

1. Complete all Sections of the Petition

*Note: University Heights Lodge No. 738 performs a background check on all applicants for membership. Read all documents contained in this package carefully before signing and submitting the Petition.*

2. Read the Disclosure before Signing the Authorization.
3. Sign the Authorization allowing University Heights Lodge No. 738 to conduct a background check on you.
4. Fully complete and sign the Personal Data Form.
5. Submit all pages (forms with original signatures; no electronic copies) contained in this package to the Secretary of University Heights Lodge No. 738 for processing. They can be hand delivered by one of your sponsors to the Secretary of University Heights Lodge or mailed to the address shown in the header at the top of this page.
6. There is a fee that must accompany your Petition for membership. The Candidate fee is \$250.00 for all three Degrees of Freemasonry or minimally \$150.00 for the First Degree which must accompany your Petition at the time it is submitted. If for any reason University Heights Lodge No. 738 cannot accept your Petition for processing, all fees will be returned to you in full.
7. Your Petition for Membership will be reviewed by the Membership Committee of University Heights Lodge No. 738 and the results of that meeting will be reported to you. If favorable, you will be scheduled to receive your First Degree in Freemasonry which is the Entered Apprentice Degree.

Note: If you are a new applicant, fill out only the "Petition for Degrees" and discard the Applications for Plural or Dual Membership.

Thank You for Your Interest in Freemasonry,

The Officers and Members of University Heights Lodge No. 738



# Petition for Degrees

*To the Worshipful Master, Wardens and Brethren of*  
**University Heights Lodge No. 738**  
 Free and Accepted Masons of Ohio

*The petition of the subscriber respectfully showeth:* That he has long entertained a favorable opinion of your Ancient Institution; that he is desirous of being admitted a member thereof, if found worthy; and that he believes in the existence and perfection of God.

He was born at \_\_\_\_\_ on \_\_\_\_\_ Age \_\_\_\_\_

His present residence is \_\_\_\_\_  
No. Street City State Zip

Where he has lived since the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

His occupation is \_\_\_\_\_

and his place of employment or business is \_\_\_\_\_

Telephone No. \_\_\_\_\_ Email Address \_\_\_\_\_

*Have you ever before petitioned a Lodge of Free and Accepted Masons anywhere?* [ ]Yes [ ]No

If yes, state what lodge, where situated, and when petitioned: \_\_\_\_\_

\_\_\_\_\_

Signed at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

**Recommended By:**

\_\_\_\_\_  
 Petitioner's Signature in Full  
*Abbreviations and initials are not sufficient*

Bro. \_\_\_\_\_

\_\_\_\_\_  
 Print Name in Full

Bro. \_\_\_\_\_

Fees: EA: \$150.00 FC: \$50.00 MM: \$50.00

*Note: \$250.00 should be submitted with the petition, minimally \$150.00 is required. If for any reason we should be unable to accept or process your petition, the amount submitted will be returned in full.*



# Application for Plural Membership

To the Worshipful Master, Wardens and Brethren of

## University Heights Lodge No. 738

Free and Accepted Masons of Ohio

The application of the subscriber respectfully showeth:

That he is a member in good standing of \_\_\_\_\_ Lodge No. \_\_\_\_\_,  
Free & Accepted Masons of Ohio located at \_\_\_\_\_, Ohio:

That he was initiated on \_\_\_\_\_, passed on \_\_\_\_\_,

And raised on \_\_\_\_\_, in \_\_\_\_\_

Lodge No. \_\_\_\_\_, (Ancient,) Free & Accepted Masons located at \_\_\_\_\_

Under the jurisdiction of the Grand Lodge of \_\_\_\_\_;

And that he is desirous of being admitted a plural member of your lodge, if found worthy.

He was born at \_\_\_\_\_ on \_\_\_\_\_ Age \_\_\_\_\_

His present residence is \_\_\_\_\_  
No. Street City State Zip

Where he has lived since the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

His occupation is \_\_\_\_\_

and his place of employment or business is \_\_\_\_\_

Telephone No. \_\_\_\_\_ Email Address \_\_\_\_\_

Signed at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

### Recommended By:

\_\_\_\_\_  
Petitioner's Signature in Full

Abbreviations and initials are not sufficient

\_\_\_\_\_  
Print Name in Full

Bro. \_\_\_\_\_

Application Fee: \$250.00

Note: \$250.00 must accompany this application for processing. If for any reason we should be unable to accept or process your petition, the amount submitted will be returned in full.



# Application for Dual Membership

To the Worshipful Master, Wardens and Brethren of

## University Heights Lodge No. 738

Free and Accepted Masons of Ohio

The application of the subscriber respectfully showeth:

That he is a member in good standing of \_\_\_\_\_ Lodge No. \_\_\_\_\_,  
Free & Accepted Masons of Ohio located at \_\_\_\_\_, Ohio:

That he was initiated on \_\_\_\_\_, passed on \_\_\_\_\_,  
And raised on \_\_\_\_\_, in \_\_\_\_\_  
Lodge No. \_\_\_\_\_, (Ancient,) Free & Accepted Masons located at \_\_\_\_\_

Under the jurisdiction of the Grand Lodge of \_\_\_\_\_;  
And that he is desirous of being admitted a plural member of your lodge, if found worthy.

He was born at \_\_\_\_\_ on \_\_\_\_\_ Age \_\_\_\_\_

His present residence is \_\_\_\_\_  
No. Street City State Zip

Where he has lived since the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

His occupation is \_\_\_\_\_

and his place of employment or business is \_\_\_\_\_

Telephone No. \_\_\_\_\_ Email Address \_\_\_\_\_

Signed at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

### Recommended By:

\_\_\_\_\_  
Petitioner's Signature in Full

*Abbreviations and initials are not sufficient*

\_\_\_\_\_  
Print Name in Full

Bro. \_\_\_\_\_

Application Fee: \$250.00

*Note: \$250.00 must accompany this application for processing. If for any reason we should be unable to accept or process your petition, the amount submitted will be returned in full.*

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## DISCLOSURE

### Please Read Carefully Before Signing the Authorization

In considering you for membership, *UNIVERSITY HEIGHTS LODGE NO. 738* may request and rely upon a background search about you that we obtain from a reporting agency, such as IntelliCorp Records, Inc.

For explanation purposes the following is included in the search:

- **SSN Verification/History**  
the Social Security Number verification searches records on an individuals' reported SSN. Provides the ability to verify and validate who may be using a certain SSN.
- **Online Criminal Court Records**  
this search allows online access to IntelliCorp's updated database of state and county records.
- **State Criminal Searches**  
State criminal searches include felony and/or misdemeanor records as reported by various state agencies and/or other sources such as Department of Corrections, Sex Offender Registry, and IntelliCorp's own aggregated county criminal information.
- **County Court Criminal Searches**  
this search is conducted at the county court level. Included in the search are any felony and/or misdemeanor records. The report contains complete case information including defendant information (defendant name, DOB, and address); case information (case number, filed date, disposition, disposition date, and sentence); and criminal charge information (statute section, offense description, and charge disposition).
- **Inmate and Criminal Records**  
this search provides dispositions on individuals found guilty and sentenced to incarceration in a state facility. Records include currently incarcerated and released inmates.
- **Arrest and Booking Records**  
this search consist of historical and current county arrest records

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## AUTHORIZATION

I am voluntarily petitioning **UNIVERSITY HEIGHTS LODGE NO. 738 F. & A. M.** and I understand that as part of the process the Lodge will conduct a background check on me through employment of an independent background check company.

Further, I have read and understand the foregoing Disclosure, and authorize **UNIVERSITY HEIGHTS LODGE NO. 738 F. & A. M.** to obtain and rely upon a background search consisting of criminal and civil cases in considering me for membership. By my signature below, I authorize **UNIVERSITY LODGE NO. 738 F. & A. M.** to obtain any such reports and to share the information received with any person involved in the membership decision about me. The result of the search will become part of my confidential application file maintained by the Lodge. Upon my request, a copy of said result will also be provided to me for review and/or comment.

I also agree that this Disclosure and Authorization in original, faxed, photocopied, or electronic (including electronically signed) form will be valid for any background reports that may be requested about me by or on behalf of **UNIVERSITY HEIGHTS LODGE NO. 738 F. & A. M.**

I understand this background check is a necessary part of the process for applying to become a member of the fraternity.

By signing this agreement, I give my informed consent and fully understand and support this effort.

Further, in as much as you are authorizing this background check, the Lodge remains confident in your qualifications to become a fellow Mason and trusts that you will share in an fully support these efforts. Although this has never happened in the past; should incorrect information be transmitted from this independent service, you agree not to hold the Lodge, parties, members, committee or the Fraternity at large liable for receipt of such information.

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Printed Name

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Petitioner Signature

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Date

# University Heights Lodge No. 0738 F. & A. M.

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Lyndhurst, OH 44124

## PERSONAL DATA

*Please complete this form and submit it with your Petition for Degrees to University Heights Lodge for processing. Do not submit electronically. Have the forms with original signatures delivered to the Secretary of University Heights Lodge by your Sponsor or mail them to the address shown above in the page header.*

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle Name

\_\_\_\_\_  
Your Current Address

\_\_\_\_\_  
Dates Lived There

\_\_\_\_\_  
Addresses for the Past Seven Years: (Include street, city, state, zip code)

\_\_\_\_\_  
Dates of Residence

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Other Names Used

\_\_\_\_\_  
Years Used

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Email Address (may be used for official correspondence)

I certify that all elements of the personal data I have provided are true, accurate and complete. I understand and agree that any omission, false statement, misleading statement, or answer made by me on my petition or any supplements to it and in any interviews will be sufficient grounds for rejection of membership.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Petitioner Signature

\_\_\_\_\_  
Date

*University Heights Lodge performs a background check for criminal and civil records using IntelliCorp Records, Inc. You have the right to make a request to **IntelliCorp Records, Inc.** upon proper identification, to request the nature and substance of all information in its files on me at the time of my request, including sources of information, and the recipients of any reports on me which **IntelliCorp Records, Inc.** has previously furnished within the two year period preceding my request. (IntelliCorp Records, Inc.; 3000 Auburn Drive, Suite 410; Beachwood, OH 44122)*