**Background Check Procedures**

Please follow these steps to proceed with background checks:

1. Go to our background check website at <https://grandassemblyoffloridaiorg.quickapp.pro>
2. Enter your First Name, Last Name and email address. The email address is required so that a receipt for the payment can be emailed to you.
3. The second screen will require entry of information such as address, phone – all required fields must be completed. On the dropdown menu there is a listing of all Assemblies as well as 2 additional options. If you are a Deputy or Special Deputy, please select “At the Request of the Supreme Deputy” as your option. If you are a Mother Advisor or Advisory Board member, please select your Assembly name/number from the dropdown menu.