

WOMEN OF THE MOOSE

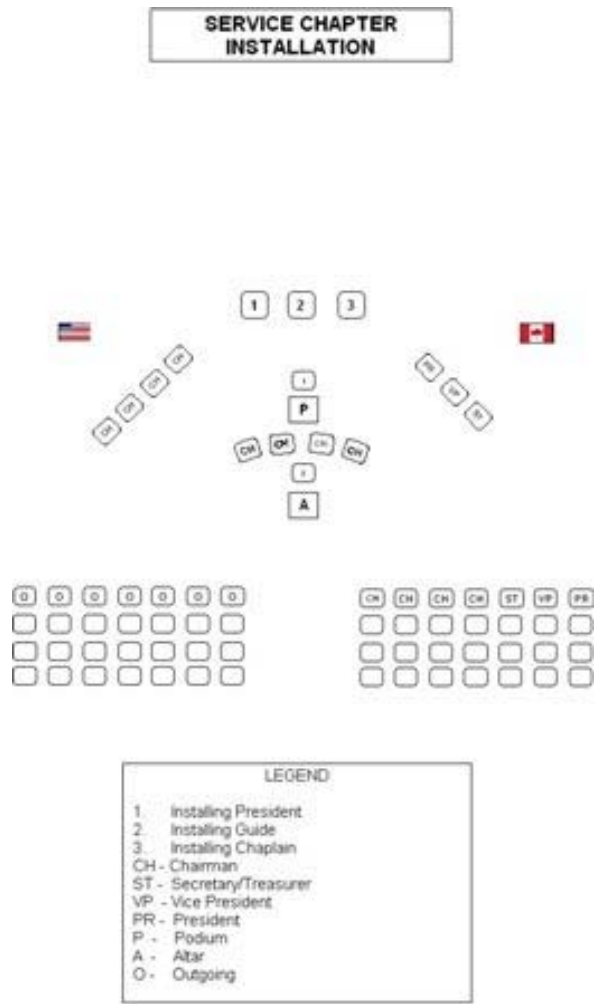


INSTALLATION Service Chapters

OFFICERS AND CHAIRMEN

INSTALLATION OF OFFICERS APPOINTED OFFICERS AND CHAIRMEN

When space permits, please set-up the Chapter room using the diagram below.
Remove any unnecessary chairs.



The Installing Guide is the **ONLY** co-worker who escorts the newly installed Chairmen and Elected Officers to their chairs.

The Annual Installation of Officers and Chairmen shall be held anytime during the month of April. The date shall be selected at the beginning of the Chapter year when the calendar is prepared. Loyal Order of Moose members, qualified guests and prospective members may be invited.

The President-Elect shall be invited to meet with the current Board of Officers for the purpose of completing arrangements. The dress code for the Installation shall be included in the plans submitted to the Board of officers. The entire proposal shall then be brought to the Chapter for approval through the minutes of the Board of Officers' meeting.

The President-Elect shall appoint co-workers of the Chapter to serve as Installing President, Installing Chaplain, and Installing Guide.

Only a Past President or Past Regent is eligible to serve as Installing President. If a Chapter does not have a Past President or Past Regent, the President-Elect may invite a Past President or Past Regent from another Chapter to serve as Installing President. Any co-worker in the Chapter may serve as Installing Guide or Installing Chaplain.

The incoming duly elected Officers shall be installed during the month of April and will assume their duties on May 1st. Officers shall not be installed before the regular installation date in April. Officers shall not fill the office to which they are elected or attend Board Meetings until after they are installed and their term begins.

There shall be no pro tems for the Officers and Chairmen who are to be installed. Any Officer or Chairman who is unable to attend the scheduled Installation shall be installed at a regular Chapter meeting before filling the office to which she is elected or appointed.

Newly Elected Officers and Committee Chairmen present at the Installation must be installed in their respective chairs.

DUTIES OF THE INSTALLING PRESIDENT

Subject to plans presented to the Board of Officers and approved by the Chapter, the President-Elect shall supervise all arrangements for the use of the meeting room, programs, refreshments, flowers, etc. She may appoint a committee to assist her, if necessary.

The Installing President shall open the meeting and proceed to the point in the ceremony where the newly installed President takes the gavel. The gavel is returned to the Installing President by the newly installed President upon completion of her address to the assembly. The Installing President will continue with the remainder of the

program. She shall close the meeting by calling on the Installing Chaplain to give closing prayer.

PREPARATION FOR INSTALLATION CEREMONY

(optional) The Bible is placed in center of altar, facing the audience, before the meeting is called to order.

Current Officers and Chairmen who are not being installed are seated in a designated section.

Officers-Elect and Chairman are seated in the front row of chairs.

The Installing Officers are seated in the row of chairs behind the podium when meeting is called to order. Refer to Diagram for proper seating arrangement.

Use microphone at podium for all speaking parts with the exception of the Installing Guide's presentation of co-workers at the altar.

SPECIAL INSTRUCTIONS

INSTALLATION HELD DURING CHAPTER YEAR

When it is necessary to install an Officer or Chairman during the Chapter year, please refer to Meeting Procedures and Agenda for Service Chapters.

The co-worker is seated in the chair to which she has been elected or appointed.

The President shall appoint co-workers of the Chapter to serve as Installing President (who shall be a Past President or Past Regent) and Installing Guide.

If a Committee Chairman is to be installed, follow Ceremony on pages 7 through 9. If an Officer is to be installed, use Ceremony beginning on Page 10 and follow investiture of that particular office.

After the Committee Chairman or Officer has been installed, offer congratulations.

Upon being installed, the Officer or Chairman returns to her chair.

INSTALLING PRESIDENT:

(Rap 1)

MEMBERS AND FRIENDS, ON BEHALF OF _____ (NAME)
CHAPTER; IT IS MY PRIVILEGE TO EXTEND A HEARTY WELCOME. THE
INSTALLATION OF OFFICERS AND CHAIRMEN, WHICH YOU ARE ABOUT TO
WITNESS, MARKS ANOTHER MILESTONE IN OUR HISTORY. TO THOSE WHO
ARE MEMBERS, IT IS AN OCCASION OF GREAT INTEREST AND
IMPORTANCE. WE FACE A NEW YEAR EAGER TO CONTINUE TO INCREASE
THIS CHAPTER'S CONTRIBUTION TO THE WORK BEING ACCOMPLISHED BY
THE WOMEN OF THE MOOSE.

TO OUR GUESTS PRESENT TODAY (TONIGHT), WE HOPE THIS OCCASION
WILL GENERATE AN INTEREST AND BRING THE REALIZATION OF WHAT
MEMBERSHIP IN OUR ORDER COULD MEAN TO EACH OF YOU. BY JOINING
US, EVEN GREATER BENEFITS TO THOSE IN NEED WILL BE ACCOMPLISHED.
YOUR EFFORTS, ADDED TO OURS, WILL CONTRIBUTE TO THE PROGRESS
OF THE WOMEN OF THE MOOSE AND THE LOYAL ORDER OF MOOSE.

IT IS MY PLEASURE TO INTRODUCE THE INSTALLING OFFICERS.

CO-WORKER _____ (NAME) **INSTALLING PRESIDENT**

CO-WORKER _____ (NAME) **INSTALLING CHAPLAIN**

CO-WORKER _____ (NAME) **INSTALLING GUIDE**

Installing Officers rise as their names are called.

I WELCOME YOU ON BEHALF OF THE CHAPTER.

(Pause)

INSTALLING PRESIDENT:

REMEMBERING ALWAYS THAT WE ARE LED BY AN UNSEEN HAND, THE INSTALLING CHAPLAIN WILL ASK GOD'S BLESSING UPON THIS INSTALLATION.

(Rap 2)

Installing Chaplain proceeds to altar, opens Bible (optional) and offers prayer.

INSTALLING CHAPLAIN:

LET US FOLD OUR ARMS AND BOW OUR HEADS.

LORD, WE ASK THY BLESSING UPON THIS CHAPTER, AND THE OFFICERS AND CHAIRMEN TO BE INSTALLED. IMPRESS UPON THEM THE RESPONSIBILITIES THEY ARE ABOUT TO ASSUME. MAY THEY EVER LOOK TO THEE FOR GUIDANCE THROUGHOUT THE COMING YEAR.

INSTILL INTO THE HEARTS OF THE MEMBERS, THE NECESSITY TO UPHOLD THESE OFFICERS IN THE FULFILLMENT OF THEIR DUTY TO CARRY THE STANDARDS OF MOOSEHEART INTO OUR HOMES AND COMMUNITIES.

LET US GO FORTH TOGETHER TO MAKE A STRONG CHAPTER THAT WILL STAND BEFORE THE WORLD AS A SYMBOL OF ALL THAT THOU HAS TAUGHT US OF FAITH, HOPE AND CHARITY. WE ASK THIS IN THY NAME. AMEN.

INSTALLING PRESIDENT:

PLEASE REMAIN STANDING.

When both United States and Canadian Chapter members are present, both Pledges will be given. The Pledge of the country where the Chapter is located will be performed first.

Use the following for United States Chapter members

PLEASE JOIN ME IN THE PLEDGE TO OUR FLAG.

I PLEDGE ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA AND TO THE REPLUBLIC FOR WHICH IT STANDS, ONE NATION UNDER GOD, INDIVISIBLE, WITH LIBERTY AND JUSTICE FOR ALL.

Use the following for Canadian Chapter members

PLEASE REPEAT AFTER ME THE WOMEN OF THE MOOSE PLEDGE.

Everyone turns toward Canadian Flag. Canadians may salute the flag during pledge. All co-workers repeat after Installing President.

INSTALLING PRESIDENT:

I PLEDGE ALLEGIANCE TO MY FLAG – AND PROMISE TO DEFEND IT FROM DESECRATION – AND BY WORD, ACT AND DEED – WILL CONDEMN ANARCHY OR INSUBORDINATION – WHERE THE SAME CONCERNS MY COUNTRY. – THE LOYAL ORDER OF MOOSE – AND THE WOMEN OF THE MOOSE – STAND FIRST AND FOREMOST FOR LOYALTY.

(Rap 1)

INSTALLING PRESIDENT:

FRIENDS, FAITHFULNESS TO DUTY AND UNSELFISH DEVOTION TO THE AIMS AND PURPOSES OF THE WOMEN OF THE MOOSE ARE QUALITIES THAT HAVE EVER BEEN PRESENT IN THOSE WHO HAVE SERVED THIS CHAPTER AS OFFICERS AND CHAIRMEN. THOSE WHO NOW RETIRE FROM OFFICIAL DUTY HAVE MET THEIR RESPOSIBILITIES WITH COURAGE AND INTEGRITY AND WILL CONTINUE AS TRUSTED ADVISERS TO THEIR SUCCESSORS. IT IS THE DESIRE OF THIS CHAPTER TO PAY TRIBUTE TO ITS RETIRING OFFICERS AND CHAIRMEN FOR SERVICES, WHICH NO MATERIAL GIFTS CAN MEASURE.

(Pause)

RETIRING OFFICERS AND CHAIRMEN, PLEASE RISE. *(Pause)*

CO-WORKERS, ON BEHALF OF _____(NAME) CHAPTER, I GIVE YOU GRATEFUL THANKS FOR SERVICES YOU HAVE SO FAITHFULLY PERFORMED DURING THE PAST YEAR AND FOR THE CONTRIBUTIONS YOU HAVE MADE TO FURTHER THE CAUSE WE LOVE. THIS CHAPTER WILL CONTINUE TO INCREASE IN SERVICE TO THE MOOSE FRATERNITY BY THE CONTRIBUTION OF YOUR EFFORTS. WE HOPE THAT THE BEST OF YOUR EXPERIENCE MAY ALWAYS BE AVAILABLE TO THOSE WHO ASK YOUR ADVICE AND THAT YOUR ENCOURAGEMENT WILL ALWAYS BE GIVEN TO THOSE WHO SEEK TO DO THEIR DUTY. THANK YOU, YOU MAY BE SEATED.

(Pause)

INSTALLING PRESIDENT:

RETIRING PRESIDENT, HAVE THE OFFICERS AND CHAIRMEN PRESENT FOR INSTALLATION BEEN DULY ELECTED AND APPOINTED?

Retiring President stands.

RETIRING PRESIDENT:

INSTALLING PRESIDENT, THEY HAVE.

Retiring President is seated.

INSTALLING PRESIDENT:

THE SUCCESS OF A CHAPTER YEAR DEPENDS GREATLY ON THE SERVICES OF THE CHAIRMEN. IT IS MY PLEASURE TO INTRODUCE THE CO-WORKERS WHO HAVE ACCEPTED THE RESPONSIBILITIES OF SERVICE AS CHAIRMEN FOR THIS SERVICE CHAPTER. WHEN YOUR NAME IS ANNOUNCED, PLEASE RISE AND REMAIN STANDING.

MEMBERSHIP/RETENTION CHAIRMAN _____(NAME)

MOOSEHEART/MOOSEHAVEN CHAIRMAN _____(NAME)

COMMUNITY SERVICE & FRATERNAL FUNDRAISING CHAIRMAN
_____ (NAME)

ACTIVITIES & SPORTS CHAIRMAN _____(NAME)

(Pause)

(If space permits) INSTALLING GUIDE AND CHAIRMEN, PLEASE PROCEED TO YOUR PLACES AT THE ALTAR.

Chairmen proceed as in Diagram and take their places in a semi-circle between the podium and the altar, facing the audience.

CHAIRMEN, TO YOU HAS BEEN ENTRUSTED SPECIAL OBLIGATIONS ACCORDING TO OUR PROGRAM. IT IS YOUR DUTY TO HOLD REGULAR MEETINGS WITH YOUR COMMITTEE TO PLAN FRATERNAL EVENTS, SOCIAL ACTIVITIES, COMMUNITY SERVICE AND FUND RAISING PROJECTS AS WELL AS TO HELP INCREASE THE MEMBERSHIP OF YOUR CHAPTER. YOU WILL USE YOUR ENDEAVORS TO KEEP MEMBERS INTERESTED IN THE ACTIVITIES OF THE CHAPTER THROUGH PARTICIPATION.

(Pause)

(If applicable) INSTALLING GUIDE, PLEASE ESCORT THE CHAIRMEN TO THEIR CHAIRS.

Chairmen turn to their right and follow the installing Guide to their chairs. When all are in place, they are seated. Installing Guide returns to the altar.

INSTALLING PRESIDENT:

IT IS NOW MY HONOR TO ANNOUNCE THE NAMES OF THE CO-WORKERS WHO WILL SERVE AS THE BOARD OF OFFICERS OF OUR SERVICE CHAPTER. WHEN YOUR NAME IS ANNOUNCED, PLEASE RISE AND REMAIN STANDING.

PRESIDENT _____(NAME)

VICE-PRESIDENT _____(NAME)

SECRETARY/TREASURER _____(NAME)

LET US CONGRATULATE THEM WITH A ROUND OF APPLAUSE.

(Pause for applause)

THANK YOU. YOU MAY BE SEATED.

INSTALLING PRESIDENT:

(If applicable) INSTALLING GUIDE, YOU WILL PRESENT AT THE ALTAR THE CO-WORKERS WHO HAVE PLEDGED THEMSELVES TO SERVE THIS CHAPTER AS OFFICERS. PLEASE PROCEED.

Installing Guide proceeds to where the Secretary/Treasurer-Elect is seated. Secretary/Treasurer-Elect meets Installing Guide and both proceed to altar. Installing Guide takes one (1) step back after presenting officer.

INSTALLING GUIDE:

INSTALLING PRESIDENT, I HAVE THE PLEASURE OF PRESENTING CO-WORKER _____(NAME) WHO HAS BEEN ELECTED **SECRETARY/TREASURER** FOR THE ENSUING YEAR.

INSTALLING PRESIDENT:

SECRETARY/TREASURER, YOUR DUTIES REQUIRE THAT YOU KEEP AN ACCURATE RECORD OF ALL PROCEEDINGS OF THE CHAPTER MEETINGS. YOU SHALL BE RESPONSIBLE FOR WRITING ALL CORRESPONDENCE OVER THE SIGNATURES OF THE BOARD OF OFFICERS, READ ALL NECESSARY CORRESPONDENCE AND PRESERVE SAME IN THE PERMANENT FILES.

YOU SHALL KEEP THE CHAPTER ACCOUNTS IN SUCH BOOKS AS MAY BE REQUIRED BY INTERNATIONAL HEADQUARTERS. YOU SHALL COLLECT ALL MONIES AND ISSUE OFFICIAL RECEIPTS FOR SAME. YOU SHALL PROMPTLY MAKE DEPOSITS AND OBTAIN A CERTIFIED DEPOSIT SLIP FOR THE PRESIDENT.

YOU SHALL SIGN ALL DOCUMENTS AND PAPERS THAT REQUIRE YOUR SIGNATURE, DRAW AND SIGN ALL CHECKS WHEN REQUIRED.

YOUR ELECTION SIGNIFIES THAT THE CO-WORKERS OF YOUR CHAPTER HAVE CONFIDENCE IN YOUR ABILITY TO KEEP ACCURATE MEMBERSHIP AND FINANCIAL CHAPTER RECORDS. AT THE END OF EACH MONTH, YOU SHALL HAVE THE RECORDS OF THE CHAPTER, ENTRUSTED TO YOU, BALANCED AND READY FOR THE AUDIT COMMITTEE TO PREPARE THE MONTHLY FINANCIAL REPORT AND AUDIT REPORT.

YOU SHALL BE CUSTODIAN OF, AND RESPONSIBLE FOR, ALL SECURITIES AND VALUABLE PAPERS. YOU SHALL READ ALL IMPORTANT ANNOUNCEMENTS RECEIVED FROM WOMEN OF THE MOOSE HEADQUARTERS.

YOU ARE ENCOURAGED TO ATTEND THE ANNUAL TRAINING SESSIONS AND 2-HOTT SESSIONS.

YOU SHALL ALSO PERFORM ALL OTHER DUTIES REQUIRED IN WOMEN OF THE MOOSE GENERAL LAWS FOR SERVICE CHAPTERS AND AS REQUESTED BY THE PRESIDENT.

FOLLOWING YOUR TERM OF OFFICE, ALL BOOKS, MONIES, RECORDS, PARAPHERNALIA AND EQUIPMENT, WHICH YOU HAVE IN YOUR POSSESSION, SHALL BE TURNED OVER TO YOUR SUCCESSOR.

INSTALLING GUIDE, PLEASE ESCORT THE SECRETARY/TREASURER TO HER CHAIR.

Installing Guide seats the Secretary/Treasurer in her chair, on right side of altar, then proceeds to meet Vice-President-Elect. Vice-President-Elect meets Installing Guide and both proceed to altar. Installing Guide takes one (1) step back after presenting officer.

INSTALLING GUIDE:

INSTALLING PRESIDENT, I HAVE THE PLEASURE OF PRESENTING CO-WORKER _____(NAME) WHO HAS BEEN ELECTED **VICE PRESIDENT** FOR THE ENSUING YEAR.

INSTALLING PRESIDENT:

CO-WORKER, IN YOUR POSITION AS VICE-PRESIDENT, YOU SHALL PRESIDE OVER THE DELIBERATIONS OF THE CHAPTER MEETINGS IN THE ABSENCE OF THE PRESIDENT.

YOU WILL STAND READY AT ALL TIMES TO ASSIST THE PRESIDENT IN PRESERVING ORDER AND DECORUM IN THE CHAPTER AND WITH THE PRESIDENT, COUNT ALL VOTES AND BALLOTS.

YOUR DUTIES SHALL ALSO REQUIRE YOU TO LEAD THE CHAPTER IN DEVOTIONAL EXERCISES, VISIT THE SICK, DISABLED AND DISTRESSED WHENEVER POSSIBLE AND MAKE A FULL REPORT AT EACH MEETING. UPON THE DEATH OF A CO-WORKER, IT WILL BE YOUR RESPONSIBILITY TO SUPERVISE THE FUNERAL CEREMONY WHEN REQUESTED BY HER FAMILY.

YOU ARE ENCOURAGED TO ATTEND THE ANNUAL TRAINING SESSION.

YOUR ELECTION AS VICE-PRESIDENT INDICATES THAT YOUR CO-WORKERS HAVE FOUND IN YOU THE QUALITIES OF WISE LEADERSHIP AND A WILLINGNESS TO SERVE.

INSTALLING GUIDE, PLEASE ESCORT THE VICE-PRESIDENT TO HER CHAIR.

Installing Guide seats the Vice-President in her chair on right side of altar, then proceeds to meet the President-Elect. President-Elect meets Installing Guide and both proceed to altar. Installing Guide takes one (1) step back after presenting officer.

INSTALLING GUIDE:

INSTALLING PRESIDENT, I HAVE THE PLEASURE OF PRESENTING CO-WORKER _____(NAME), WHO HAS BEEN ELECTED TO SERVE AS **PRESIDENT** FOR THE ENSUING YEAR.

INSTALLING PRESIDENT:

CO-WORKER, AS PRESIDENT, YOU ARE THE PRESIDING AND CHIEF EXECUTIVE OFFICER OF THE CHAPTER.

YOU HAVE RECEIVED THE HIGHEST HONOR AND WITH IT, YOU HAVE RECEIVED THE GREATEST RESPONSIBILITY.

YOU ARE RESPONSIBLE FOR ALL EXECUTIVE FUNCTIONS, AND SHALL PERFORM ALL OTHER DUTIES REQUIRED IN THE WOMEN OF THE MOOSE GENERAL LAWS FOR SERVICE CHAPTERS.

IT IS YOUR DUTY TO ENFORCE THE RULES, REGULATIONS AND PROCEDURES OF THE WOMEN OF THE MOOSE AS LISTED IN THE GENERAL LAWS AND MEETING PROCEDURES AND AGENDAS FOR SERVICE CHAPTERS.

YOU HAVE THE OPPORTUNITY TO LEAD THE CO-WORKERS IN SERVICE TO MANKIND THROUGH MEMBERSHIP BUILDING AND THE CARRYING OF MOOSEHEART STANDARDS INTO OUR HOMES AND COMMUNITIES.

WORKING TOGETHER IN HARMONY AND UNITY IS NECESSARY FOR SUCCESS. YOUR EXAMPLE AS A LEADER SHOULD BRING NEW FAITH AND ENCOURAGEMENT TO THE CO-WORKERS.

THE GAVEL IS YOUR SYMBOL OF AUTHORITY. LET YOUR USE OF IT BE FAIR TO EVERY MEMBER.

INSTALLING GUIDE, PLEASE ESCORT THE PRESIDENT TO HER CHAIR.

(Rap 2)

Everyone remains standing until incoming President is at her chair. After incoming President is at her chair, Installing Guide will proceed to her chair.

(Rap 1)

INSTALLING PRESIDENT:

TO THE OFFICERS AND CHAIRMEN, WE OFFER OUR HEARTFELT CONGRATULATIONS!

AS LEADERS OF THIS CHAPTER, THE WOMEN OF THE MOOSE PROGRAM PROVIDES OPPORTUNITIES FOR PERSONAL AND CHAPTER GROWTH. BY TAKING ADVANTAGE OF THE MANY EDUCATIONAL OFFERINGS, YOU WILL HAVE A BETTER UNDERSTANDING OF THE OPPORTUNITIES AVAILABLE TO YOU. YOU ARE ENCOURAGED TO ATTEND THE ANNUAL TRAINING SESSIONS. ADDITIONAL KNOWLEDGE MAY BE GAINED BY ATTENDING THE ANNUAL AND MIDYEAR CONFERENCES.

YOU SHALL ALSO PERFORM ALL OTHER DUTIES REQUIRED IN THE GENERAL LAWS OF THE WOMEN OF THE MOOSE AND AS REQUESTED BY THE PRESIDENT.

OFFICERS AND CHAIRMEN, PLEASE RISE.

(Pause)

PLEASE RAISE YOUR RIGHT HAND AND REPEAT THE FOLLOWING OBLIGATION AFTER ME.

IN THE PRESENCE OF ALMIGHTY GOD – A THESE WITNESSES – I SOLEMNLY PLEDGE MY HONOR – TO PERFORM WILLINGLY AND FAITHFULLY – THE DUTIES OF THE POSITION – WHICH I HAVE ACCEPTED. – I WILL STRIVE EARNESTLY – TO BE WORTHY – OF YOUR TRUST AND CONFIDENCE. – I WILL PRACTICE THE PRECEPTS – OF THE WOMEN OF THE MOOSE – AND TRY TO LIVE – SO THAT MY EXAMPLE – WILL BE WORTHY OF EMULATION.

THANK YOU. YOU MAY LOWER YOUR HAND AND BE SEATED.

(Pause)

CO-WORKERS, THESE OFFICERS AND CHAIRMEN WHOM I HAVE JUST INSTALLED HAVE PROMISED TO DEDICATE THEMSELVES TO THE WORK OF THE WOMEN OF THE MOOSE.

THEY RECOGNIZE THE RESPONSIBILITY ENTRUSTED TO THEM. MAY THEIR LIVES AND YOURS BE DEDICATED TO SERVICE.

BY VIRTUE OF THE POWER VESTED IN ME AS A QUALIFIED INSTALLING PRESIDENT, THESE OFFICERS AND CHAIRMEN OF _____ (NAME) CHAPTER ARE NOW DECLARED DULY INSTALLED FOR THE ENSUING YEAR.

MY FRIENDS, NO ONE EVER FILLS THE OFFICE OF PRESIDENT WITHOUT ESTABLISHING HERSELF IN THE HEARTS OF MANY CO-WORKERS. IT IS MY PLEASURE TO INVITE THE OUTGOING PRESIDENT _____ (NAME) TO THE PODIUM TO ADDRESS YOU.

(Pause)

Installing President returns to her chair and is seated.

After the outgoing President addresses the assembly she continues with . . .

OUTGOING PRESIDENT:

IT IS MY PLEASURE TO PRESENT PRESIDENT _____ (NAME)

(Rap 2)

When applause has subsided.

THE SIGN OF FAITH IS MADE BY RAISING YOUR RIGHT HAND SHOULDER HIGH WITH PALM OUTWARD, WITH FINGERS TOGETHER. LET US EXTEND THE SIGN OF FAITH TO OUR NEW PRESIDENT.

(Rap 1)

PRESIDENT _____(NAME), I PRESENT TO YOU THE GAVEL, WHICH IS THE SYMBOL OF YOUR OFFICE.

NEW PRESIDENT:

THANK YOU, OUTGOING PRESIDENT _____(NAME).

Outgoing President returns to her chair and is seated. The New President will address the co-workers and guests. At this time she will also introduce the Special Chairmen appointed for the ensuing year. Upon completion of her address, she returns the gavel to the Installing President.

INSTALLING PRESIDENT, I RETURN THE GAVEL TO YOU FOR THE REMAINDER OF THE PROGRAM.

New President takes her chair, at right side of altar and is seated. Installing President will present remaining program and announcements, if any, and then proceeds.

INSTALLING PRESIDENT:

PLEASE RISE AS THE INSTALLING CHAPLAIN OFFERS THE CLOSING PRAYER.

Installing Chaplain proceeds to altar, offers prayer, (closes Bible).

INSTALLING CHAPLAIN:

OUR HEAVENLY FATHER, WE GIVE THANKS TO THEE FOR THE PRIVILEGE OF MEETING TOGETHER. WE ASK YOUR BLESSINGS ON THIS GROUP OF DEDICATED CO-WORKERS. MAY WE FACE THE TASKS OF THE NEW YEAR

WITH FAITH THAT WE SHALL FEEL THE TOUCH OF THY GUIDING HAND,
HOPE FOR THE SUCCESSFUL ACCOMPLISHMENTS OF OUR DUTIES AND
CHARITY IN OUR HEARTS FOR ALL MANKIND. WE PRAY FOR THE RICH
REWARDS OF THY BLESSING. BE NEAR US, NOW AND ALWAYS. AMEN.

Installing Chaplain returns to chair and is seated.

INSTALLING PRESIDENT:

(Rap 1)

THIS BRINGS OUR INSTALLATION TO A CLOSE. WE THANK EACH OF YOU
FOR ATTENDING THIS MEMORABLE OCCASION FOR THE NEWLY INSTALLED
CO-WORKERS. OUR FRATERNAL GOOD WISHES GO WITH YOU.