

POST MEETING SCRIPT

COMMANDER: The officers will take their respective stations. All persons not members of the VFW will kindly retire, and the Guard will close the door. By the power and authority vested in me, I am about to open VFW Post ____ for the transaction of any business that may lawfully come before it.”

(TWO GAVEL RAPS, all rise/stand)

COMMANDER: Officer of the Day, satisfy yourself that all present are entitled to remain.

OFFICER OF THE DAY: Comrade Commander, all present are entitled to remain.

COMMANDER: Officer of the Day, prepare the room for a salute to the Colors.

OFFICER OF THE DAY: All rise...Salute the colors...Attention...Present arms... Order arms.

COMMANDER: Comrade Chaplain, you will open the Bible and deliver the opening prayer.

OFFICER OF THE DAY: Uncover, Parade Rest.

Chaplain delivers prayer.

COMMANDER: COVER, ATTENTION. Comrades, join me in the Pledge of Allegiance to the Flag of the United States of America.

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OFFICER OF THE DAY: Present Arms.

ALL: I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

OFFICER OF THE DAY: Order Arms.

(One gavel rap, unless performing the Charter draping ceremony)

Draping of the Charter ceremony (if necessary)

COMMANDER: Officer of the Day, you will obtain the drape in preparation for draping the charter.

(Officer of the Day obtains the drape, proceeds to the altar and salutes Commander.)

COMMANDER: Comrades, face the charter at attention. Officer of the day, you will now drape the charter in memory of our beloved Comrade(s) _____ who has/have passed on.

(Officer of the Day proceeds to the charter and draped charter.)

COMMANDER: (While Officer of the Day is draping charter) By so doing, we as members of VFW Post ____ offer solemn tribute to our departed comrade(s).

(Officer of the Day returns to the altar, salutes the Commander, and retires to his station.)

COMMANDER: Comrades, salute – Order Arms.

COMMANDER: Comrades, please be seated.

COMMANDER: Comrades, we are assembled again to transact business of mutual benefit. Do not let petty jealousies or trivial personalities influence our deliberations. Let us uphold always the obligations of unselfish comradeship and loyalty to our organization and to the government of the United States of America. I now declare VFW Post ____ duly opened for the transaction of business.

Guard, you will admit any in waiting who may be worthy.

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COMMANDER: The purpose of this corporation shall be fraternal, patriotic, historical, charitable and educational, and are:

- to preserve and strengthen comradeship among its members;
- to assist worthy Comrades; to perpetuate the memory and history of our dead, and to assist their spouses;
- to maintain true allegiance to the Government of the United States of America, and fidelity to its Constitution and laws;
- to foster true patriotism; to maintain and extend the institutions of American freedom; and to preserve and defend the United States from all her enemies whomsoever.

COMMANDER: Officer of the Day, do we have any guests?

(Officer of the Day announces any guests.)

COMMANDER:

- Roll call of Officers
- Reading and referral of membership applications
 - ◊ Report of the investigating committee
 - ◊ Balloting of candidates (motion and vote on new members)
 - ◊ Mustering in of new recruits (obligation of new members)
- Reading of Post minutes
- Quartermaster's Report
- Reading of the bills
- Service officer's Report
- Chaplain's Report: Is there a Comrade or a family member of a Comrade in distress?
- Post Reports:
- Committee Reports
 - ◊ Membership
 - ◊ Community Service
 - ◊ Buddy Poppy
 - ◊ POW/MIA
 - ◊ Ritual Team
 - ◊ Voice of Democracy/Patriot's Pen
 - ◊ Teacher of the Year
 - ◊ Legislative
- National Home

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COMMANDER: (two gavel raps) All rise. Comrade Chaplain, ask for the Divine blessings upon our National Home.

OFFICER OF THE DAY: Uncover, Parade rest.
(Chaplain reads prayer.)

OFFICER OF THE DAY: Cover.

COMMANDER: (One gavel rap.) Please be seated.

UNFINISHED BUSINESS: Requires a motion

NEW BUSINESS: Requires a motion

GOOD OF THE ORDER: Does not require a motion

COMMANDER: There being no further business, we will have our closing ceremonies.
(Two gavel raps)

COMMANDER: Officer of the Day, prepare the room for the salute to Colors.

Officer of the Day: All rise...Salute the colors...Attention...Present arms...Order arms.

COMMANDER: Comrade Chaplain, you will deliver the closing prayer, and close the Bible.

Officer of the Day: Uncover, Parade rest.

COMMANDER: Comrades, I now declare this business session of VFW Post ____ closed.
Our next regular meeting will be (give date, time, and location).

(One gavel rap.)