

# DISTRICT 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 the \_\_\_\_ District meeting 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.

# DISTRICT MEETING SCRIPT, CONT.

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 the \_\_\_\_ District 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:** Comrade Chaplain, you will read the prayer. Uncover, parade rest.

(Chaplain proceeds to altar and reads prayer. Upon completion, one gavel rap.)

**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 the \_\_\_\_ District duly opened for the transaction of business.

# DISTRICT MEETING SCRIPT, CONT.

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

**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 and orphans;
- 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:** At this time, I would like to recognize...

- Department Representative
- Past State Commanders
- Past District Commanders

**COMMANDER:**

- Roll call of District Officers:
- Roll call of Posts:
- Reading of minutes: Are there any corrections to the Minutes as posted? If not, they will stand as read.
- Quartermaster's Report:
- Chaplain's Report: Is there a Comrade or a family member of a Comrade in distress?

# DISTRICT MEETING SCRIPT, CONT.

- Post Reports:
- Committee Reports:
  - ◊ Membership
  - ◊ Service officer
  - ◊ POW/MIA
  - ◊ Ritual Team
  - ◊ Community Service
  - ◊ Voice of Democracy/Patriot's Pen
  - ◊ Teacher of the Year
  - ◊ Buddy Poppy
  - ◊ Ways and means
  - ◊ Legislative
  - ◊ National Home

National Home ceremony is optional

**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 the \_\_\_\_ District, Missouri,  
closed. Our next regular meeting will be (give date, time, and location).

(One gavel rap.)