

## INSTRUCTIONS:

This document will be emailed to the Assembly Grand Deputy in pdf OR WORD about one month before your event; it is a hand delivered (or emailed) to every Grand Officer entitled to a Reception at Rainbow Camp so she is aware of the guidelines for her special day.

### Grand Officer Reception Guideline and Script - 2010 SCRIPT with explanations - Pages 7-10 Script - for use at the podium - Pages 11 ....

This document has been designed for utilization by both the honored guest and the hosting assembly. Because of the ongoing relationship between the Grand Deputy and the honored guest, the Grand Deputy has primary responsibility to work with the honored guest, the reception committee, the assembly and the Advisory Board.

NOTE: While there may be some variations appropriate to this guideline depending on the girl(s) being honored, the room, the assembly traditions, etc., this is a basic outline that should be followed. It is written as if only one girl is being honored. Please see changes for multiple honorees later.

Because Grand Officer receptions tend to become a “family” affair, assemblies should encourage the Grand Officer’s mother to work directly with her on the gifts she will present, her dress, her speech, etc., **not** on the organization and details of the Reception itself. The reception is the assembly’s responsibilities. This will be particularly helpful when more than one girl is honored at a single event; helping each mother focus on her own daughter’s needs will eliminate some of the “over protective mothering” we occasionally see.

Please make a BIG effort to specifically contact and invite the Past Grand \_\_\_\_\_ (officer you are honoring) to encourage more of that Past Grand Family interaction.

Grand Officers and assemblies always ask what is the Grand Officer’s responsibility, what does she get to “choose,” how much input does she have in the selections, etc. Both the Grand Officer and the assembly need to remember several points before beginning this process:

- This is the Assembly’s opportunity to pay tribute to the Grand Officer for her dedication to her assembly and for her accomplishments as a Nevada Grand Officer;
- The Grand Officer is the **honored guest** at this event and therefore should not have “major” responsibilities;
- This is not a wedding or a Queen’s coronation; it is meant to fit within the assembly budget as an assembly function, and should last NO more than 2 hours - from the entrance of the Hostess to the Grandie Circle, excluding the meal time, of course.

**The Grand Officer** being honored should be involved in the following discussions, through her Grand Deputy who is then responsible for overseeing her dream - to the extent possible.

- The selection of her reception officers which are itemized below. These officers are typically selected among her peers of Grand Officers. If she would like to have someone, other than a Rainbow Girl, give a tribute, that tribute, obviously, would be related to her “other-than” Rainbow life, i.e., school life, family life, church involvement, Girl Scouts, etc. *We should remember that our parents are, in some way, part of the honoree.... and should not be giving tributes.*
- The basic theme of the event. Many Grand Officers want to select a theme which represents something significant to their lives and they want to follow that theme throughout the reception with their speech, introductions, gifts, etc.
- **Suggestions** regarding the meal to be served. Many girls have a favorite food they would like to have served - something as simple as peanut butter and jelly sandwiches for lunch to something more elaborate such as spaghetti, chicken or a salad bar for dinner. These suggestions should be considered by the hosting assembly when they make final selections, based on their physical and financial ability to accommodate such requests. Please note, if the assembly is on a salad bar budget, a request for a sit-down steak/lobster dinner served by handsome tuxedoed waiters is unreasonable and will not be accommodated!
- The colors the Grand Officer would like to have used in her reception. These will be the Grand Officer’s favorite colors and she will probably want to continue their use in her dress, reception officer dresses, etc. Unless the colors she selects are completely outrageous, there is no reason for an assembly not to follow through with this request. If this becomes a point of contention, the Grand Deputy should immediately contact the Supreme Officer for guidance. These colors can be used in simple invitations, table and room decorations, corsages if used, napkins, etc.
- Her personal guests list. A personal guest list such as family and close friends she wants to be invited should be provided to the committee prior to the date the committee intends to mail invitations (at least four weeks prior to the event). If the cost of the personal invitations and postage becomes an issue because the Grand Officer feels compelled to invite every cousin and everyone in her school, for example, a compromise should be reached, i.e., the assembly will provide the invitations and she will pay for the additional postage. The Grand Deputy should ensure timely mailing of all invitations - the preferred method of deliver is for information to be sent to the Supreme Officer for e-blast.
- Location/meeting space. Typically receptions are held at the Grand Officer’s Masonic building or assembly meeting place. There are times an alternate location must be selected by the Advisory Board because of special circumstances, i.e., non-availability of assembly meeting space, space is too small for anticipated number of guests (this usually only applies to the GWA and only when her assembly’s meeting space is small), lack of air conditioning, no kitchen facilities, etc. However, if the Grand Officer prefers her reception and the meal served with it to be in a single room rather than the meal in the dining room and the reception in the assembly room, this request should be honored if it is possible.

## Reception Officers

With very few exceptions, reception officers are selected by the Grand Officer being honored from among her peers, i.e., fellow Grand Officers. Utilizing these girls will ensure a level of maturity and understanding of the responsibilities they will assume. A Grand Officer's Trailer or Personal Page can and should be utilized, but her responsibilities should be appropriate to her age and confidence level.

- **Reception Hostess:** This Reception Hostess typically brings greetings to the guests when the reception starts, however there are other tasks appropriate to a hostess, i.e., greeting each guest as they arrive, directing them to the guest table, providing information about where personal gifts are to be deposited, etc. The reception hostess should limit her (or his) remarks to welcoming the guests on behalf of the assembly, not a lengthy tribute to the honored guest. Please be sure the Reception Hostess knows of these "extra" duties so she can perform them... many times we see the Hostess only bring a greeting -- when she could and should have done other welcoming kinds of things.
- **Presiding Officer:** The Presiding Officer directs the "script" of the reception, and therefore, should be well informed and prepared to keep the reception moving by being familiar with and utilizing this script. If she is not an active member of this assembly, the Grand Deputy will need to give her a copy of the completed script well in advance so she is indeed prepared to preside. Jr. Past Grand Officers and active members of other assemblies can serve as presiding officers, with the Grand Deputy's approval. Again, older and more mature girls will have more success with this task than a 12-year old.
- **Marshal:** Depending on the size of the assembly, one or two marshals are needed. Marshals are active Rainbow Girls (preferably Grand Officers) - not adults, and certainly not male.
- **Chaplain:** The Chaplain is responsible for offering a blessing prior to dining, for an invocation (opening prayer) and benediction (closing prayer), unless the honored guest makes previous (and approved) arrangements for someone else to give the benediction, i.e., her father, the State Rainbow Dad, her minister, etc. These prayers are not Ritualistic, must be prepared, approved by the Grand Deputy, and memorized for presentation (when given by a Rainbow Member). Each is followed by "Lord, help us to keep our promise." The Grand Deputy should enter those prayers into this script so the speaker can be prompted if need be.
- **Recorder:** The Recorder is responsible for taking minutes at the Reception in an appropriate manner and providing them to the Mother Advisor/Grand Deputy at the end of the event. Minutes of a Reception must be entered into the Assembly's Recorder's Book and read and approved at their next meeting.
- **Flag Bearers:** Four flag bearers should be selected and should give our standard flag tributes at the appropriate time.
- **Bible Bearer:** The Bible Bearer (optional) can be the Grand Officer's trailer, Personal Page, younger sibling, another Rainbow Member, a favorite young person.
- **Tribute presenter(s):** Those selected to give tributes should be given the following basic guidelines to utilize when preparing their material. All tributes given by Rainbow Girls are to be presented to the Grand Deputy at least one week prior to

the Reception for review/editing as necessary - and approval. Again, that message should, in our Perfect Rainbow World, be entered into this script. At a minimum, it should be punched and placed in the podium book....in the right place.

#### Guidelines

- If one tribute is given, it should be no more than five - 10 minutes long;
  - If two tributes are given, each should be limited to about 5 minutes each;
  - Tributes should be personalized for the person being honored, bearing in mind this is a **public presentation**. This is not an opportunity to “roast”, embarrass, “tell tales-out-of-school”, reveal intimate secrets, share boyfriend-kinds of experiences, etc. It is an opportunity to review and reflect the honored guest’s accomplishments in Rainbow and in her life, to share happy experiences, fun trips, great service projects, commitment, etc.
  - Tributes must be typed on three-whole punched paper and given to the Grand Deputy in advance of the reception date so they are placed appropriately within the script - so no extra papers are carried to the podium, etc.
  - Those giving tributes are encouraged to prepare a “scrapbook” copy for the guest so the Grand Officer has this keep sake (without finger prints and paper punches in it) when she finishes her Rainbow scrapbook.
- **Those who receive a dedication from the honored guest.** The honored guest will limit her dedications to two. Typically one will be to her family. When writing dedications, the honored guest should remember the public/private comments guidelines. If a musical selection is played as part of the dedication, it should be limited to a single verse and, if appropriate, played while the guest is being escorted to the east. ALL MUSIC MUST BE APPROVED IN ADVANCE..... Dedications are to be prepared in advanced, typed on three-hole punched paper and given to the Grand Deputy for placement in the script - again entered into the script if possible. The honored guest should remember, to the extent possible, controlling one’s emotions at this point is important.
- **Grand Officer’s Address.** This address should be limited to seven minutes, must be prepared in advance for review/editing/approval by the Grand Deputy. It is to be typed on three-hole punched paper and given to the Grand Deputy for placement in the podium script at the appropriate place.

The honored guest should start with a simple outline which will prompt her to thank her assembly, Advisory Board, and Grand Deputy for their effort in this reception, the meal, her gift, her reception officers, etc. This message should be written from the honored guest’s heart, express her commitment, etc., to our Order, may talk about some of the things/people she has most enjoyed and learned from during her time in Rainbow.

**The Assembly, or the Reception Committee** appointed by the Assembly, composed of girls and adults, should made the following decisions, working with the Grand Deputy, who will then be responsible to the Advisory Board:

- **The style of the invitations.** Again, because this is not a wedding, the style should be simple. Great computer graphics and paper (including post cards) are readily available. Address labels will be provided to the Grand Deputy by the Supreme Officer along with this package prior to each reception. The address label package includes **by email blast** our Nevada Dignitaries, each Assembly's Mother Advisor, Assistant Mother Advisor, Grand Deputy, and each Grand Officer. Actual labels will be generated by the Supreme Officer for the Assembly's "majority" mailing list - those who are not currently on an e-blast list. Hard copy invitations must be sent to the guest of honor and the GWA. Invitations do not need to be sent to all Grand Officers. ***Invitations must be emailed to the Supreme Officer for "email blast" ... then only those who are not on such listing need to be mailed.***
  
- When invitations can be hand delivered, at an earlier function, for example, feel free to utilize this personal delivery service rather than bear the cost of postage. The invitations should be mailed approximately three weeks prior to the event so they can be read at assembly meetings.
- **Invitations** should minimally include:
  - the time, date and location of the event;
  - the name of the honored guest and her title;
  - the name of the hosting assembly;
  - a notation that the meal will be served prior to the reception, with the reception immediately following (unless this was changed when the official calendar was established); this is particularly helpful to non-Rainbow guests who may not be aware of our usual procedure. Do not state that dinner will be at 5 and the reception at 6, for example. Once we are finished with the meal, the reception should start;
  - the theme of the reception, if there is one;
  - RSVP information if that is helpful to the committee in terms of planning the meal, etc.
  
- **Decorations:** Again, decorations should be simple, but a little color, etc. always makes an assembly room and dining room more special.
- **The assembly gift to the honored guest.** Other than not presenting a quilt to the Grand Officer being honored (because that is the exclusive privilege of the Grand Officers to present to the GWA), almost any gift that will have some lasting significance to the honored guest is appropriate. Recently we have seen some of these gifts presented which seemed fitting and appropriate; you may want to explore something along these lines:
  - The Grand Officer's past grand officer's pin: Lindeburgs (and other jewelers) will always help with a special design of a past grand officers' jewel; if the assembly chooses to explore this, be sure to allow plenty of time for the vendor to produce the product.
  - A quillo, pillow, or pillow case, etc., with the names of the girls (and adults) of the assembly memorialized on it.

- A special book which has significance to the Grand Officer being honored; a special inscription in the book will add to its lasting memory and importance in her life.
  - A framed picture of the members of the assembly.
- **Minor, yet significant, details** such as the march in formation, seating arrangements, etc., are the responsibility of the hosting assembly, with the approval of the Grand Deputy.
  - **The presentation of the assembly gift does not include a skit**; all the Assembly members and adults should join the honored guest in the east to make this presentation.

## **RECEPTION SCRIPT with explanation**

This copy of the script provides explanations and floor work suggestions; the script that follows should be utilized, in a completed format, at the reception. This script should be provided to the Grand Officer being honored - in advance - so she has a clear idea of the day's events. The completed script, of course, is not given to the honored guest in advance.

**Entrance** of the Mother Advisors, Hostess and/or Musician (and Worthy Advisor if she is not a Reception Officer.)

If the Musician prefers to be seated rather than enter this is acceptable, particularly if they are adults.

These individuals enter the assembly room in a manner similar to Installation where all approach the East, bow to each other, and proceed to their appropriate seats.

If the reception and the meal are in the dining room or some alternate location, the Grand Deputy will help the officers establish an entrance appropriate to the space during practice.

### **Hostess - Welcome Address**

The Welcome Address should welcome the guests to this special occasion, honoring Miss \_\_\_\_\_; his/her remarks should be complete; he/she is giving a welcome to the guest seated in the room, not a tribute to the honored guest. This welcome should be limited to one minute.

### **Hostess - Entrance of the Bible**

Because we sometimes have small children bringing in the Bible, we need to get them into the room quickly, before they lose their courage! An adult assisting a small child should be prepared to act, even if that means walking with the child to either the altar or the Recorder's Desk, if the child needs assistance and added courage at the last second! (We certainly want this to be a positive experience for future Pledge/Rainbows members.)

The Hostess should ask the guests to stand and rap the gavel seconds before the Bible Bearer enters the room. Wherever the Bible is placed, it remains closed. If it is placed on the altar by a Rainbow Girl or Pledge Sister, the Bible tribute can be given.

If the Bible Bearer is a Rainbow Girl, she will proceed to wherever she needs to be, i.e., outside the room to line up with the assembly, etc.

If the Bible Bearer is a small child, he/she should be seated easily with his/her parents.

### **Entrance of Reception Officers**

The Reception Officers, who have been waiting at the door(s), enter without instruction from the hostess; they need to be attentive so they enter timely. The musician should

also be well informed regarding the length of the welcome address so he/she knows when to begin playing for the entrance of the Bible Bearer.

The Marshal(s) should lead this entrance, with the Recorder, Chaplain, those giving tributes (if they are Rainbow members) also enter entering at this time.

The Grand Deputy will assist the Reception Officers in designing their entrance. It is simple and similar to that used during Installation. Each officer takes her station; the Presiding Officer takes her station in the East, and is immediately introduced by the Hostess who, in turn, introduces the Presiding Officer. The Hostess stays in the East near where she will ultimately be seated if that is in the East, or remains standing until such time she can discretely move to her seat on the sidelines. The reception officers remain standing for entrance of the assembly and the entrance/tribute of the Flags.

#### **Presiding Officer - Entrance of Assembly**

The Presiding Officer instructs the Marshal(s) to invite the officers and members to enter the assembly room.

Entrance of the officers and members is typically in their “normal” entrance formation and proceeds smoothly into the seating arrangement; seating for the officers and members can be designed in a special formation (an anchor, bow, etc.) or they may be seated in a special area on the floor or sidelines. The Grand Deputy will practice with both the officers/members and the marshal(s) to ensure this is a smooth movement. If the officers/members are seated in a formation, ensure they face the East.

After bowing to the officers/members to finish their movement, the Marshal(s) returns to her seat; all remain standing because the flags enter immediately.

#### **Entrance of the Flags**

The Flag Bearers enter in the normal manner, place their flags, and give their standard tributes.

The Presiding Officer seats the assembly after the last tribute is given.

#### **Presiding Officer - Introductions**

The Presiding Officer should introduce the Reception Officers and Distinguished Guests by title and function in the Reception; each will stand as she is introduced. The Presiding Officer will raise the assembly and ask for a warm welcome for these guests. No signs are given. The Presiding Officer seats the assembly.

#### **Presiding Officer - Entrance of Honored Guest**

The Presiding Officer instructs the Marshal(s) to escort the honored guest into the assembly room; be sure the Marshal(s) AND the honored guest know where that is – often times we see the honored guest appear confused because she does not know where she is being led....this is not a mystery trip! The honored guest can be presented

behind the altar, in the West facing East, under a bow formed with balloons, etc. The place needs to be the “center” of attention.

The Marshal(s) bow to the honored guest at the doorway and escort her to the designated place; after the Marshal introduces the guest by name and title, she takes one step back (as in any escort). (A single verse of a special song can be played/presented at this time if that is the desire of the assembly.)

#### Presiding Officer - **Escort of Honored Guest to the East**

The Presiding Officer speaks to the guest, she instructs the Marshal(s), to escort the guest to the East. The Presiding Officer raises the assembly as the guest reaches the north west corner; applause is given. The Marshal(s) bow to the guest when she reaches the East and ascends the dais.

#### Presiding Officer - **Introduces the Honored Guest**

The Presiding Officer raises the assembly as the Marshal(s) turns the north west corner toward the east. Once the guest arrives in the east (and the Marshal(s) remains in place at the line of march) she leads in the formal introduction and Grand Honors for the honored guest.

#### Presiding Officer

The Presiding Officer keeps the assembly standing while the Chaplain leads a prayer.

#### Chaplain - **Invocation**

If the Chaplain is a Rainbow Member, her prayer will be included in the script for prompting if necessary but should be pre-approved by the Grand Deputy and memorized by the Rainbow Member. An invocation message asks the blessing of our Heavenly Father in the special ceremony that is about to occur, those attending, etc.

Lord, help us to keep our promise.

#### Presiding Officer - **American Flag is presented in the East**

Upon direction, the assembly says the pledge and sings “America.”

The Presiding Officer seats the assembly when the Marshal returns to her station. If the Flag is in the East, no instruction to the Marshal is necessary.

#### Presiding Officer - **Directs Tribute**

#### Tributing Officer - **Tribute**

Presiding Officer - Directs Tribute (optional)

Tributing Officer - Tribute (optional)

#### Presiding Officer asks **Honored Guest to do Dedication**

Honored Guest - **Directs Dedication**

Presiding Officer asks for Dedication (optional)

Honored Guest - Directs Dedication (optional)

Presiding Officer - **Assembly Presentation**

Presiding Officer - Asks for **Address of Honored Guest**

Honored Guest - Gives speech, starting with thank you's

Presiding Officer - **Closing**

**Rainbow Prayer, Rainbow Dreams, Grandie Circle**

The Assembly should provide a gift table for the collection of gifts that may be given to the Honored Guest – but are not meant for public presentation. For example, I always have a gift for the honored guest, however, it is never meant for public presentation; it is meant for her to open in the privacy of her home or with her Rainbow Sisters – later.

## RECEPTION SCRIPT

(After filling in the blanks, place this document in a 3-ring binder on the podium. Be sure to add the honored guest's dedications, introductions, speeches at the appropriate places so she, too, can follow the script, not searching for pieces of paper with her special notes on them!)

Entrance of Worthy Advisor, Mother Advisors, Hostess, Musician

**Hostess** - Welcome Address

(Insert Hostess's comments on or immediately following this page.)

**Hostess** - Entrance of the Bible

PLEASE STAND FOR THE ENTRANCE OF THE BIBLE.



Raises the Assembly

Bible Bearer may give Bible Tribute if it is placed on the Altar

**Hostess**



Entrance of Reception Officers(no instruction)

*Marshals lead the Reception Officers into the assembly room without instruction from the Presiding Officer; all assume their stations, remaining standing.*

**Hostess**

IT IS MY PLEASURE TO INTRODUCE \_\_\_\_\_, OUR PRESIDING OFFICER.

**Presiding Officer**

AND IT IS MY PLEASURE TO INTRODUCE OUR HOST (HOSTESS)

\_\_\_\_\_  
*The Hostess and Presiding Officers change places so the Presiding Officer is at the podium.*

**Presiding Officer** - Entrance of Assembly

SISTER(S) MARSHAL, YOU WILL INVITE THE OFFICERS AND MEMBERS OF \_\_\_\_\_ ASSEMBLY # \_\_\_\_ TO ENTER THE ASSEMBLY ROOM.

Marshal:(at the doorway)

THE OFFICERS AND MEMBERS OF \_\_\_\_\_ ASSEMBLY # \_\_\_\_ WILL PLEASE ENTER THE ASSEMBLY ROOM.

*(The Marshal(s) leads the girls into the assembly in a pre-approved manner either to their stations or to a special seating area/arrangement approved by the Grand Deputy; the Marshal(s) returns to her station.)*

**Presiding Officer** - Entrance of the Flags



*The Flag Bearers enter as soon as the Marshal(s) is at her station; they present their flags in the normal fashion and give our standard tribute.*

**Presiding Officer**



*Seats the Assembly when the last tribute is finished.*

**Presiding Officer** - Introductions

IT IS MY PLEASURE TO INTRODUCE THESE RECEPTION OFFICERS:

CHAPLAIN: \_\_\_\_\_, GRAND \_\_\_\_\_

RECORDER: \_\_\_\_\_, GRAND \_\_\_\_\_

MARSHAL: \_\_\_\_\_, GRAND \_\_\_\_\_

MARSHAL: \_\_\_\_\_, GRAND \_\_\_\_\_

BIBLE BEARER: \_\_\_\_\_, GRAND \_\_\_\_\_

AMERICAN FLAG BEARER: \_\_\_\_\_, GRAND \_\_\_\_\_

CHRISTIAN FLAG BEARER: \_\_\_\_\_, GRAND \_\_\_\_\_

NEVADA FLAG BEARER: \_\_\_\_\_, GRAND \_\_\_\_\_

RAINBOW FLAG BEARER: \_\_\_\_\_, GRAND \_\_\_\_\_

and \_\_\_\_\_ (with or without title) who will be giving a tribute to our honored guest.

\_\_\_\_\_ (with or without title) who will be giving a tribute to our honored guest.

IT IS ALSO MY PLEASURE TO INTRODUCE THESE HONORED GUESTS:

Jennifer Lewis, GRAND WORTHY ADVISOR

MRS. JOANIE JACKA, SUPREME IMMORTALITY AND SUPREME INSPECTOR IN NEVADA

MR. Clifford Gordon, STATE RAINBOW DAD

\_\_\_\_\_ GRAND DEPUTY, (this assembly)

\_\_\_\_\_ (Visiting Grand Deputies

\_\_\_\_\_ AND Directors)

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

AND THESE PAST GRAND \_\_\_\_\_ (the counterparts of this Grand Officer from earlier years.... ie, Past Grand Faiths)...

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

Please greet our guests with a warm welcome.



(applause)



**Presiding Officer** - Entrance of Honored Guest

SISTER(S) MARSHAL, YOU WILL ESCORT MISS \_\_\_\_\_,  
GRAND \_\_\_\_\_ INTO THE ASSEMBLY ROOM.

Marshal

PRESIDING OFFICER, IT IS MY HONOR TO PRESENT MISS \_\_\_\_\_,  
GRAND \_\_\_\_\_.

**Presiding Officer** - Introductory Comments

*(Insert Presiding Officer's brief comments on or immediately following this page. Often times a poem is an appropriate selection for this moment. The Presiding Officer is speaking on behalf of the assembly at this time, not her personal comments, and should limit this presentation to one minute.)*

SISTER(S) MARSHAL, YOU WILL ESCORT \_\_\_\_\_ TO THE EAST.



*Raises the Assembly as the guest turns the north west corner*

IT IS MY HONOR TO INTRODUCE MISS \_\_\_\_\_, GRAND \_\_\_\_\_ IN NEVADA, INTERNATIONAL ORDER OF THE RAINBOW FOR GIRLS. PLEASE GREET \_\_\_\_\_ WITH GRAND HONORS AND A \_\_\_\_\_ WELCOME.

*The assembly is NOT seated and the Marshal(s) return to their seats; all remain standing.*

SISTER CHAPLAIN, YOU WILL LEAD THE ASSEMBLY IN PRAYER.

Chaplain:

*(This prayer should be written here – and MEMORIZED by the chaplain.)*

Lord, help us to keep our promise.

**Presiding Officer**

SISTER MARSHAL, YOU WILL PRESENT OUR FLAG IN THE EAST.

PLEASE JOIN ME IN GIVING THE PLEDGE OF ALLEGIANCE AND SINGING ONE VERSE OF “AMERICA.”

*(The Marshal posts the flag behind Patriotism’s station if the assembly room is set up – or in the east if it is not set up.....as the song is finished. If the Marshal reaches the flag station prior to the end of “America”, she continues to hold the flag until the song is finished.)*

**OR - if the Flag is already posted in the EAST ....**

PLEASE REMAIN STANDING FOR THE PLEDGE OF ALLEGIANCE AND SINGING ONE VERSE OF “AMERICA.”

Presiding Officer seats the assembly as the Marshal reaches her station.



**Presiding Officer**

A TRIBUTE TO GRAND \_\_\_\_\_ WILL NOW BE GIVEN BY  
\_\_\_\_\_ (name and title if appropriate).

*(The honored guest should stand during the tribute and give her attention to the person speaking.)*

**Tribute:**

*(Insert prepared tribute immediately following this page.)*

**Presiding Officer**

A TRIBUTE TO GRAND \_\_\_\_\_ WILL NOW BE GIVEN BY

\_\_\_\_\_ *(name and title if appropriate).*

*(The honored guest should stand during the tribute and give her attention to the person speaking.)*

**TRIBUTE:**

*(Insert prepared tribute immediately following this page.)*

*Typically two tributes are sufficient but a third may be given in the same pattern if approved in advance by the Grand Deputy.)*

**Presiding Officer**

\_\_\_\_\_ (name of guest) WOULD YOU LIKE TO MAKE A DEDICATION AT THIS TIME?

Guest:

THANK YOU. SISTER MARSHAL, YOU WILL PRESENT \_\_\_\_\_  
(behind the bow/in the West....)

*(Insert prepared dedication immediately following this page.) Special music selected by the honored guest can be played as the person/group being dedicated is being escorted or a single verse of a special song can be played/presented while the person/group is waiting (after dedication) to be escorted to the East or to their seats.*

*If the person/group receiving a dedication is introduced at that time, they are returned to their seats; if the person/group is not introduced at that time, the person/group is escorted by the Marshals to the East - girls on the Chaplain's side, adults on the Mother Advisor's side.*

**Presiding Officer**

\_\_\_\_\_ (name of guest) WOULD YOU LIKE TO MAKE A  
DEDICATION AT THIS TIME?

**Guest:**

THANK YOU. SISTER MARSHAL, YOU WILL PRESENT \_\_\_\_\_  
(behind the bow/in the West....)

The honored guest will limit her dedications to two.

**Presiding Officer**

WILL THE MEMBERS OF \_\_\_\_\_ ASSEMBLY PLEASE  
APPROACH THE EAST FOR PRESENTATION.



*Raise Officers so they can quickly retire.*

*(If the Assembly has a Pledge Assembly, their presentation is the first.) It is suggested the assembly be prepared to approach the east in a systematic way, with their presentation already in the east, rather than retires, reform, and return to the assembly room to make their presentation to the honored guest. The honored guest should have a token gift for the girls (or a more significant gift for the assembly, ie, a new altar cloth, flag stand - some item the assembly needs) and should present it to them while they are assembled in the East. After this exchange, the members return to their seats without retiring; the guest returns to her special seat. The members of the Advisory Board and Grand Deputy can easily be incorporated into this presentation time if that is the desire of the group.*

**Presiding Officer**

PLEASE GIVE YOUR ATTENTION TO THE ADDRESS OF GRAND  
\_\_\_\_\_.

*The Presiding Officer steps out of the way (on the Chaplain's side of the East) and allows the honored guest to proceed with her speech which has been inserted immediately following this page.*

Presiding Officer - Closing  
CLOSING.



Soft Wrap

Presiding Officer  
PLEASE STAND FOR THE BENEDICTION.



Chaplain

Presiding Officer  
PLEASE REMAIN STANDING FOR THE OFFICERS TO MARCH OUT,  
RAINBOW PRAYER, RAINBOW DREAMS AND THE GRANDIE CIRCLE.

*Officers out going march; the flags are retired; Rainbow Prayer; Rainbow Dreams; Grandie Circle. The officers finish their march out after the Grandie Circle. The Honored Guest(s), the SI, the Grand Deputy, the State Rainbow Dad will form the most inside circle on this special occasion.*