

INSTALLATION OF DISTRICT OFFICERS

INSTALLING OFFICER: COMRADE COMMANDER, THE TERM FOR WHICH YOU AND YOUR SUBORDINATE OFFICERS WERE ELECTED WILL TERMINATE UPON THE DATE OF INSTALLATION OF YOUR DEPARTMENT COMMANDER. I HAVE BEEN SELECTED BY THE COMMANDER-ELECT, IN ACCORDANCE WITH THE NATIONAL BY-LAWS, TO INSTALL YOUR NEWLY ELECTED OFFICERS. HAVE THE OFFICERS FOR THE UNSING YEAR BEEN DULY ELECTED.

COMMANDER: THEY HAVE

INSTALLING OFFICER: COMRADE ADJUTANT, DO YOU HAVE ON FILE PROOF OF ELEGIBILITY FOR ALL OFFICERS TO BE INSTALLED DURING THIS INSTALLATION?

ADJUTANT: I HAVE

INSTALLING OFFICER: I WOULD REMIND ANY OFFICER NOT HAVING PROOF OF ELEGIBILITY ON FILE AND NOT BEING INSTALLED AT THIS TIME THAT THE BY-LAWS PRESCRIBE YOU MUST, WITHIN THIRTY (30) DAYS OF ELECTION OR APPOINTMENT, SUBMIT TO THE ADJUTANT, FOR HIS FILE, A COPY OF YOUR PROOF OF ELEGIBILITY.

INSTALLING OFFICER: HAVE YOU THE CHARTER IN POSSESSION?

COMMANDER: I HAVE

INSTALLING OFFICER: YOU WILL NOW SURRENDER THE GAVEL TO ME. **(COMMANDER RELINQUISHES THE GAVEL TO THE INSTALLING OFFICER.)**

INSTALLING OFFICER: COMRADE COMMANDER, YOUR DUTIES AS PRESIDING OFFICER OF THIS DISTRICT WILL TERMINATE FOLLOWING THE DEPARTMENT CONVENTION. IT IS PROPER TO REMIND YOU THAT, WHEN YOU ASSUME THE CHAIR OF PAST COMMANDER, IT WILL BE YOUR DUTY TO ASSIST YOUR SUCCESSOR WITH ALL THE COUNSEL AND EXPERIENCE YOU HAVE GAINED DURING YOUR TERM OF OFFICE. I NOW ENVITE YOU TO ASSIST ME IN THE INSTALLATION CERMONIES BY PRESENTING AT THE ALTER THE OFFICERS-ELECT.

(IF THE COMMANDER IS TO SUCCEED THEMSELVES THE INSTALLING OFFICER APPOINT A PAST OFFICER AS AID-DE-CAMP TO ASSIST THEM).

(OFFICERS TO BE INSTALLED ARE PLACED IN A SEMI-CIRCLE BEHIND THE ALTER, FACING THE COMMANDER'S STATION. RETIRING COMMANDER, IF NOT RELECTED, OR THE AIDE-DE-CAMP TAKES POSTION AT THE ALTER, FACING SEMI-CIRCLE. OFFICERS ELECT WILL SALUTE THE RETIRING COMMANDER (OR AIDE-DE-CAMP) AND BE ACKNOWLEDGED WITH THE SAME RETURN. THE RETIRING COMMANDER (OR AIDE-DE-CAMP) WILL THEN ABOUT-FACE AND

SALUTE THE INSTALLING OFFICER WHO WILL RETURN THE SALUTE. (THE RETIRING COMMANDER OR AIDE-DE-CAMP REPORTS:)

RETIRING COMMANDER OR AIDE: SIR, THE OFFICERS-ELECT ARE IN PROPER POSITION TO RECEIVE THE OBLIGATION. (SALUTES ARE EXCHANGED AND HE TAKES STATION TO THE LEFT AND SLIGHTLY TO THE REAR OF THE INSTALLING OFFICER.) (INSTALLING OFFICER RAPS GAVEL TWICE, ADVANCES TO THE ALTAR.)

INSTALLING OFFICER: OFFICERS-ELECT OF DISTRICT ____ OF THE DEPARTMENT OF FLORIDA VETERANS OF FOREIGN WARS OF THE UNITED STATES, I WILL NOW ADMINISTER TO YOU THE OFFICERS OBLIGATION. YOU WILL RAISE YOUR RIGHT HAND, TOUCH THE FLAG OF OUR COUNTRY WITH YOUR LEFT HAND AND REPEAT AFTER ME:

OFFICERS' OBLIGATION:

I DO HEREBY SOLEMNLY PROMISE – THAT I WILL FAITHFULLY DISCHARGE TOO THE BEST OF MY ABILITY – THE DUTIES OF THE OFFICE TO WHICH I HAVE BEEN ELECTED OR APPOINTED – ACCORDING TO THE BY-LAWS AND RITUAL – OF THE VETERANS OF FOREIGN WARS OF THE UNITED STATES – TOGETHER WITH THE BY-LAWS OF THIS POST. I SOLEMNLY PROMISE – THAT AT THE CLOSE OF THE TERM TO WHICH I HAVE BEEN ELECTED OR APPOINTED – OR SOONER IF SO ORDERED BY PROPER AUTHORITY – I WILL SURRENDER IMMEDIATELY – TO ONLY THE DULY AUTHORIZED PERSON OR PERSONS – ALL RECORDS, MONEY OR OTHER PROPERTIES - OF THIS ORGANIZATION – IN MY POSSESSION OR UNDER MY CONTROL. - ALL THIS I FREELY PROMISE – UPON MY HONOR AS A LOYAL CITIZEN - OF OUR GREAT REPUBLIC. SO, HELP ME GOD.

AS YOU WERE! PARADE REST.

PRAYER RETIRING OR ACTING CHAPLAIN: ALMIGHTY GOD, OUR GUIDE AND DIVINE PROTECTOR, GIVE THY BLESSINGS UPON THESE, OUR COMRADES, WHO

NOW BECOME FELLOW OFFICERS. WE BESEECH THEE, OH LORD, WHO ART EVER PRESENT AMONGST US. GRANT WISDOM UNTO THEM, SO THAT IN THEIR DELIBERATIONS THEY CONTINUE TO FAVOR THEE, OUR GLORIOUS COUNTRY AND TO BETTER OUR ORGANIZATION. MAY THY STRENGTH SUSTAIN THEM. MAY THY POWER PRESERVE THEM. MAY THY HAND PROTECT THEM IN THE FAITHFUL AND FRUITFUL PERFORMANCE OF THEIR DUTIES. AMEN.

INSTALLING OFFICER: COMRADE RETIRING COMMANDER, YOU MAY ASSUME YOUR STATION. (LEFT OF COMMANDER.) OFFICERS, YOU NOW OCCUPY THE POSITIONS OF HONOR TO WHICH YOUR COMRADES HAVE ELECTED YOU; THE DUTIES OF WHICH YOU WILL ASSUME. LEARN WELL THE RESPONSIBILITIES ENTRUSTED TO YOU SO THAT YOU MAY INTELLIGENTLY DISCHARGE THE DUTIES YOU ARE TO UNDERTAKE THE BY-LAWS AND RITUAL OF OUR ORGANIZATION PRESCRIBE, IN DETAIL, THE DUTIES OF YOUR OFFICES.

INSTALLING OFFICER: BY VIRTUE OF THE CONFIDENCE PLACED IN YOU, THROUGH YOUR ELECTION, WE ASSUME THAT YOU WILL ACQUAINT YOURSELVES THOROUGHLY WITH YOUR DUTIES. (OR INSTALLING OFFICERS MAY ELABORATE BY CALLING EACH NEWLY INSTALLED OFFICER INDIVIDUALLY AND INSTRUCTING THEM BRIEFLY, AS FOLLOWS):

INSTALLING OFFICER: COMRADE SENIOR VICE COMMANDER, IT WILL BE YOUR DUTY TO ASSIST THE COMMANDER IN PRESERVING ORDER, TO PRESIDE IN THE ABSENCE OF THE COMMANDER AND TO PERFORM SUCH OTHER DUTIES AS MAY BE REQUIRED BY OUR LAWS AND RITUAL.

INSTALLING OFFICER: COMRADE JUNIOR VICE COMMANDER, IT WILL BE YOUR DUTY TO ASSIST THE COMMANDER, AND SENIOR VICE COMMANDER IN PRESERVING ORDER, TO PRESIDE IN THEIR ABSENCE, AND PERFORM SUCH OTHER DUTIES AS MAY BE REQUIRED OF YOU BY OUR LAWS AND RITUAL.

INSTALLING OFFICER: COMRADE QUARTERMASTER, IT WILL BE YOUR DUTY TO TAKE CHARGE OF AND ACCURATELY ACCOUNT FOR THE FUNDS OF THIS DISTRICT.

THE DUTIES OF YOUR OFFICE ARE PRESCRIBED IN DETAIL IN THE BY-LAWS.

INSTALLING OFFICER: COMRADE ADJUTANT, IT SHALL BE YOUR DUTY TO SERVE AS THE OFFICIAL CORRESPONDING OFFICER OF THE DISTRICT. THE DUTIES OF YOUR OFFICE ARE PRESCRIBED IN DETAIL IN THE BYLAWS.

INSTALLING OFFICER: COMRADE JUDGE ADVOCATE, YOU ARE THE LEGAL ASSISTANT AND ADVISOR TO THE COMMANDER AND DISTRICT IN ALL LEGAL MATTERS PERTAINING THIS ORGANIZATION AND TO ASSIST POST JUDGE ADVOCATES. YOU SHALL PERFORM SUCH OTHER DUTIES INCIDENT TO YOUR OFFICE AS THE BYLAWS MAY REQUIRE.

INSTALLING OFFICER: COMRADE CHAPLAIN, THE MEMBERS OF THIS DISTRICT LOOK TO YOU FOR SPIRITUAL AND INSPIRATIONAL GUIDANCE. IT WILL BE YOUR DUTY TO VISIT AND COMFORT THE SICK AND DISABLED MEMBERS OF THE DISTRICT. YOU SHALL PERFORM SUCH OTHER DUTIES IN THE DISTRICT AS MAY BE REQUIRED OF YOU BY THE LAWS AND RITUALS OF THIS ORGANIZATION.

INSTALLING OFFICER: COMRADE SURGEON, IT WILL BE YOUR DUTY TO PROMOTE AND DIRECT HEALTH PROGRAMS FOR THE BENEFIT OF DISTRICT AND TO ASSIST POST SURGEONS. YOU SHALL PERFORM SUCH OTHER DUTIES IN THE DISTRICT AS INCIDENT TO YOUR OFFICE.

INSTALLING OFFICER: COMRADE INSPECTOR, IT WILL BE YOUR RESPONSIBILITY TO ENSURE THAT EACH POST IN THE DISTRICT IS INSPECTED IN ACCORDANCE WITH THE DEPARTMENT BYLAWS OR AS DIRECTED. YOU SHALL PERFORM SUCH DUTIES AS MAY BE INCIDENT TO THE OFFICE OR AS REQUIRED BY THE BYLAWS OF THIS ORGANIZATION.

INSTALLING OFFICER: COMRADE CHIEF OF STAFF, IT SHALL BE YOUR DUTY TO ASSIST THE DISTRICT COMMANDER IN THE PERFORMANCE OF THEIR DUTIES AS TO PERFROM SUCH ACTIONS AS MAY BE INCIDENT TO THE OFFICE OR AS REQUIRED BY THE BYLAWS OF THIS ORGANIZATION.

INSTALLING OFFICER: COMRADE DISTRICT TRUSTEES, IT WILL BE YOUR DUTY TO MAKE CORRECT AUDITS AND REPORTS OF THE DISTRICT RECORDS AS PRESCRIBED

BY THE VFW BY-LAWS.

INSTALLING OFFICER: COMRADE COMMANDER, THIS DISTRICT WILL BE PLACED IN YOUR CHARGE UPON THE DATE OF INSTALLATION OF YOUR DEPARTMENT COMMANDER, IMMEDIATELY FOLLOWING THE DEPARTMENT CONVENTION. IT WILL BE YOUR RESPONSIBILITY TO SEE THAT THE TRUSTEES, IN ACCORDANCE WITH THE NATIONAL BY-LAWS, AUDIT THE BOOKS OF THE ADJUTANT AND QUARTERMASTER. COMRADE COMMANDER, IT WILL FURTHER BE YOUR OBLIGATION TO SEE THAT THE QUARTERMASTER IS BONDED IN ACCORDANCE WITH THE NATIONAL BY-LAWS. MUCH OF THE SUCCESS OF THIS DISTRICT WILL DEPEND ON YOU. GUARD WELL ITS INTERESTS, SO THAT YOU MAY FILL YOUR HIGH OFFICE ACCEPTABLY. IT WILL BE NECESSARY THAT YOU STUDY CAREFULLY THE PRINCIPLES OF THIS ORGANIZATION, SINCE IT WILL BE YOUR DUTY TO ENFORCE ITS BYLAWS, RULES AND RITUAL.

INSTALLING OFFICER CONTINUED: I PRESENT YOU WITH THIS GAVEL, THE EMBLEM OF AUTHORITY. UPON ASSUMING OFFICE, YOU WILL USE IT FIRMLY, BUT WITH DISCRETION. (PRESENTS GAVEL.) COMRADE COMMANDER, COMMANDER-ELECT, OFFICERS AND MEMBERS OF DISTRICT____ DEPARTMENT OF FLORIDA, VETERANS OF FOREIGN WARS OF THE UNITED STATES, I PROCLAIM THE OFFICERS DULY INSTALLED FOR THE ENSUING YEAR.

(BUSINESS RESUMED)