

POST MEETING RITUAL

1 RAP OF GAVEL (ATTENTION)

- The officers will take their respective stations.
- All persons not members of the VFW will kindly retire, and the Guard will please close the door.
- By the power and authority vested in me, I am about to open this meeting of (Your post name and number) for transaction of any business that may lawfully come before it.

2 RAPS OF GAVEL (STAND)

- Officer of the Day, satisfy yourself that all present are entitled to remain.
(Officer of the Day checks all VFW members and guests for ID card.)
- All Rise and prepare to salute the colors.
- Attention.
- Present Arms (hand salute)
- Two
- Uncover.
- Comrade Chaplain, will you please lead us in the Opening Prayer.
Chaplain leads prayer, when Chaplain is DONE, CONTINUE
- Cover.
- Comrades, you will join me in the Pledge of Allegiance to the Flag
Of the United States of America.
- 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.

1 RAP OF GAVEL (SIT)

- Comrades, we are assembled again to transact business of mutual benefit.
- Do not let 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 (*Your post name and number*) duly opened for the transaction of business.
- Guard. Will you admit any in waiting who may be worthy.

2 RAPS OF THE GAVEL (STAND)

- LET US ALL RECITE THE VFW CONGRESSIONAL CHARTER, REPEAT AFTER ME

The Purpose Of This Corporation Shall Be:

Fraternal, Patriotic,

Historical, Charitable

And Educational;

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 Widows 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.

1 RAP OF GAVEL (SIT)

- Introduce guests (Introduce highest ranking to lowest ranking)
- Roll Call of Officers.
- Quartermaster, Are there any membership applications?
- Motion to accept new members.
- Reading of the Minutes of the last meeting.
- Are there any alterations or corrections to the minutes?
- If not, the minutes will stand approved as read.
- Quatermaster's Report of Receipts and Disbursements.

A MOTION IS NEEDED TO ACCEPT THE REPORT **SUBJECT TO AUDIT.**

- Reading of the bills (QM reads any bills)

A MOTION IS NEEDED TO PAY THE BILLS

- Reading of Communications (QM)
- Report of the Service Officer
- Service Officer & All Committee Reports
- **"Is there a Comrade or a Family member of a Comrade in distress?"**(Read 3 Times)

2 RAPS OF THE GAVEL (STAND)

- Comrade Chaplain, will you ask Divine blessings upon our National Home?
- Uncover - Chaplain lead prayer. When finished resume. - Cover

1 RAP OF GAVEL (SIT)

- Unfinished Business.
- New Business
- Good of the Order (Guests to speak, Highest ranking officer speaks last. After the highest ranking officer speaks, the meeting is done, no one else speaks).
- There being no further business, we will have our closing ceremony.

2 RAPS OF GAVEL (STAND)

- Comrade Chaplain, you will deliver the closing prayer.

Chaplain delivers closing prayer.

- Cover
- Attention
- Salute the Colors
- Two
- Comrades, I now declare this business session of (***Your Post Name and Number.***) closed. Our next regular meeting will be on _____.