

Installing Officer: "Sergeant-at-arms, bring forward the newly elected officers of this post.

The acting sergeant-at-arms brings each newly elected officer to the front, facing the commander's station, in order of rank, (i.e. commander, first vice commander, second vice commander, adjutant, finance officer, chaplain, judge advocate, historian, service officer and sergeant-at-arms.)

After all are standing in place, with the new commander to the right of the installing officer, the acting sergeant-at-arms salutes and addresses the commander.

Sergeant-at-arms: “I present to you the newly elected officers of this post whose eligibility records for membership in The American Legion have been duly checked and authenticated.”

Installing Officer (to all officers as group): "My comrades, you have been chosen by your comrades to fill the various offices of _____ Post No. You will, I know, vindicate the trust that has been reposed in you, and fulfill in every way the obligations which that trust entails. You shall at once familiarize yourselves with the duties of your particular offices, and you shall proceed upon those duties in the same spirit of devotion and endeavor which characterized that service out of which arose The American Legion. You must know that the welfare and success of this Post depends largely on you; and you must know also that upon your shoulders equally rests the burden of preserving the integrity of The American Legion. You must protect its good name before the people of the United States. You must exalt it in their eyes. You must make them know as we know its purposes and its policy. Ever remember the tolerant spirit that animates its

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members. There is no rank among us, for each serves as the equal of his comrade; and all strive toward the same goal, which is the realization in the life of the Republic of the ideals of Justice, Freedom, Democracy and Loyalty. Ever remember that the cardinal purposes of The American Legion are the rehabilitation of our disabled comrades; the care of the dependents of those who have answered the final call, and of those who are now suffering the ravages of wounds, disease and want; rightful education of the children of our Country, and devoted service to the community, state and nation.

"You will raise your right hands and repeat after me, giving your names:
‘I _____ do solemnly pledge myself to perform faithfully and impartially the duties of the office in The American Legion I am about to assume, and I further pledge I am not a member of, and do not subscribe to the principles of, any groups opposed to our form of government.

Installing Officer to Sergeant-At-Arms: "You are the sentinel or tyler, the outer guard of this Post. You will guard especially against the loss of one of The American Legion's greatest possessions- our deep and abiding spirit of comradeship. You will learn the identity of and introduce to the Commander all visiting comrades and guests of the Post. You are responsible that no one shall remain a stranger in our midst. Be ready at all times to assist your Commander. Into your hands is given charge of the stand of colors which you will properly display at all Post meetings and on ceremonial occasions."

Installing Officer to Service Officer: "You have been signally honored by this Post by your election to perform fundamental, unselfish work, not only for the benefit of the members of this Post, but for those War Veterans particularly in need of your service. Yours is the choice responsibility of looking out for the welfare of all concerned. The duties of a Service Officer are highly important and exacting, and while your accomplishments will be deeply appreciated by those immediately concerned, the work itself will not be sufficiently conspicuous to catch the headlines in the newspapers. Depending upon satisfactory performance of duty there will come to you the heartfelt gratitude of each and every member of this Post. I congratulate you upon the opportunity to serve so constructively and so unselfishly."

Installing Officer to Historian: "Your office is an important one. To you is given the responsibility of preserving and compiling the records of this Post. The future can only be judged by the past. Be mindful that the Lamp of recorded experience may do much in guiding the footsteps of those who follow. Ever remember that without the recorded history of this Post, its policies and accomplishments will be a blank to the ones who come after we are gone."

Installing Officer to Judge Advocate: "To you, my comrade, is assigned a most important duty for which your legal training and/or past Legion experience so aptly prepare you. You are the interpreter of the Constitution and By-Laws of your Post, and may at any time be called upon by the Commander and other officers and members of the Post to rule upon the legality of their actions and decisions insofar as they affect the good of The American Legion. You are also charged with protecting the integrity of our organization and keeping alight the torch of truth and fidelity that symbolizes the high and ennobling ideals under which our great American Legion was founded. Protect wisely that heritage."

Installing Officer to Chaplain: "To you is given the spiritual leadership of this Post. You will, I know, lend dignity and respect to your office. You should be in close confidence with the Commander and the other officers of this Post, and should attend all meetings of the Post. You should be ready upon occasion to take your part in the initiation of new members, the dedication of halls, monuments or colors, and the funeral services for a comrade. All such ceremonies are made more commemorative by the use of our Ritual. Into your keeping we place the spirit of comradeship of this Post. May harmony and unity prevail."

Installing Officer to Finance Officer: " You are the keeper of the moneys and in you is reposed the financial policy of the Post. To you is given charge of the year's budget and to you is given the duty of the payment of all obligations when proper authorization has been given for such payment. Your position is an important one, demanding integrity and honesty. Your election to this office signifies that your comrades have implicit trust in you. Guard well that trust."

Installing Officer to Adjutant: "My comrade, you have been chosen to assist your Commander in the wise and effective administration of his office and to serve not only your fellow Legionnaires, but those whose relationship to our organization has led them to look to us for guidance and relief. You will find your duties many, varied, and at times taxing of your crowded hours and resources. The successful accomplishment of our program depends, to a great extent, upon you and your performance of the duties of your office."

Installing Officer to Second Vice-Commander: "Into your helpful hands are placed the important responsibilities of assisting the Commander in all of his duties. Particularly should you be interested in patriotic observances of all kinds, in developing Post activities, and in the entertainment features which mark all meetings. Help to observe strict tolerance among your members on all political, religious and industrial matters. The application of Justice will be your particular concern."

Installing Officer to First Vice-Commander: "To you is given the responsibility of an active cooperation between yourself and the Commander. Particularly should you interest yourself in the membership of the Post. You should be assisted by the most active and devoted members. No single factor has so important an influence in the Posts success as membership . You will be the exponent of means of safeguarding the honor of the Flag of our Country. To you are committed these endeavors with the expectation that you shall fulfill each and every one of them. You are the teacher of 'Democracy'."

Installing Officer to Retiring Commander. "My comrade: You have just completed a year of impressive service to The American Legion and to _____ District. The record of your post indicates the quality of that service. Through your earnest performance of the duties of leadership, you have truly justified the great trust which your comrades reposed in you. Although the mantle of leadership is now being passed to another, a great responsibility remains with you. You possess a great knowledge gained through your leadership experience. Place this wisdom at the disposal of your successors in order that your comrades may benefit therefrom. Through your station maintain the principle of 'Freedom' within this Post.

"On behalf of the _____ District, I thank you for the splendid service you have rendered The American Legion."

Installing Officer to Commander: “To you, my comrade, is entrusted a very important duty, that of teaching and protecting the cardinal principles of The American Legion throughout your entire Post. To you is entrusted supervision of the duties of all other officers of the Post. To you may come the indigent and the distressed and it is your duty to see that no worthy comrade is turned away without full justice. It is your duty to see that Freedom is ever the watchword of those with whom you may come in contact. Loyalty to your Post, to its membership, to the state and to the National Organization, are obligations which you now assume. You are guided by the Constitution and by the decisions of the Post as a body, yet the responsibility for the success of the year's program is largely on your shoulders. You must initiate and carry through programs to

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completion. You must thoroughly familiarize yourself with the policies and traditions of your Post and of the American Legion. By your sincere acceptance and earnest performance of these duties, may the great trust which your comrades have reposed in you be justified. To you I extend the congratulations of the Department, and I wish you well as you assume the responsibilities of your office. I present to you a copy of the Post Commander's Guide and Manual of Ceremonies to serve as your guide during the coming year."

Installing Officer: "My comrades, I present to you the officers of your choice. I congratulate you on the selections you have made. Now that you have chosen them to guide the destinies of this Post, it is your duty to aid them in every way. Help keep The American Legion a free organization for free men and women, faithful to its principles and ideals."

"Chaplain, the Installation Prayer, please."

After the prayer—pass the gavel to the new commander and say: "I present to you the gavel, your symbol of authority. I trust you will use it wisely and well for the promotion of all Legion Programs.----- One rap of your gavel, Commander, will seat the membership."

INSTALLATION PRAYER

O, God of might, wisdom and justice, through whom authority is rightly administered, assist with thy spirit of counsel and fortitude these newly installed officers. May they accept the challenge of their oath. Impress upon each one the importance of the duties as well as the honors of his office. May they know the value of working together with The Lead them in the problems that will confront them, keeping them ever mindful of the great heritage preserved by our comrades, living and departed. Vouchsafe unto them wisdom and protecting care throughout the year. Amen