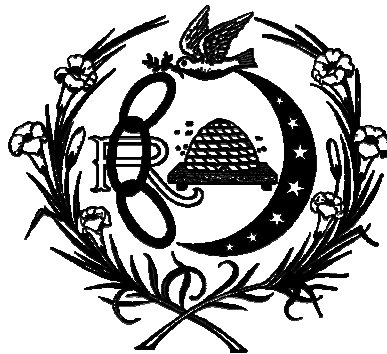


Manual of Instruction
For
Rebekah Lodges



Instruction Manual for Rebekah Lodges

Following is a complete outline of instruction. Follow these instructions absolutely, and you will find that you have material enough to assist in holding a lodge meeting. (The manual follows the Ritual, giving more details where need. Note that some items are optional.)

Preparation of the Lodge Room

It is the duty of the Warden, assisted by the Conductor to know before the opening of the lodge, that the room is properly prepared for the meeting. The regalia of Officers and members is in the anteroom, the Flag unfurled and in a convenient place near the inner door or posted, the Bible in the anteroom or on the altar. The altar is in the center of the room on a line with the pedestal of the Noble Grand, Vice Grand, Past Noble Grand and Chaplain. The chair of the Warden placed so that the inside arm is on a line with the outside arm of the chair of the Right Supporter of the Noble Grand and the Conductor's chair so that the inside arm is on a line with the outside arm of the Left Supporter's chair. Ode cards (if used) are at these chairs. The Flag Standard is in line with the front of the pedestal of the Noble Grand and to the right (not behind the Warden's chair). Gavels are on the pedestals of the Noble and Vice Grand. Music is at the piano and the Ballot Box in a convenient place, at the right of the Noble Grand, on the Secretary's desk, or under the Warden's chair. The Charter must be in the lodge room or the anteroom.

(OPTIONAL)

Each officer will know their own regalia and their place in the line of march.

Officer's March

The Noble Grand assumes her/his station at the time of opening as stated in the by-laws, raps the gavel and invites all guests entitled to presentation to be seated at the right and left in chairs provided for them. She/He will then direct the Officers to retire and prepare for the opening of the lodge. The musician assumes her/his station at the piano and after all officers are in the anteroom, the Musician will strike a chord and all members will rise and remain standing until they are seated by the Noble Grand. In the Anteroom the officers having formed in line and clothed in the regalia of their office enter in the following manner:

Warden	Conductor
Secretary	Financial Secretary
Past Noble Grand	Treasurer
Right Supporter N.G.	Left Supporter N.G.
Inside Guardian	Outside Guardian
Left Supporter V.G.	Right Supporter V.G.
Vice Grand	Noble Grand

The Chaplain will enter as designated by Presiding President of the Rebekah Assembly.

All officers shall march, in couples, into the lodge room to a position in line with the front of the Vice Grand's station, where they will turn and march single file to a point in front of the station of the Vice Grand; the Warden turning front at a point directly opposite the station of the Right Supporter of the Noble Grand, and the Conductor turning at a point directly opposite the station of the Left Supporter of the Noble Grand, advance to a position far enough in advance of the Altar to permit the Noble Grand to pass, where they will stop and face in. The officers following their respective leaders, halt back of the Altar on a line with their respective leaders and face in. The Musician changes from march music to sacred music and the Chaplain enters from the

anteroom, carrying the Bible closed on the palms of the hands. Walking slowly, will march to a position in line with the front of the Vice Grand's station then turn and advancing to a point directly in front of the station of the Vice Grand. Turn coming to a halt at the rear of the Altar. Places the closed Bible on the Altar, in the center. Turning to the right – steps into the line of officers nearest the Chaplain's station and faces in. Turning towards the Noble Grand's station. She/He will be in front of the Financial Secretary and behind the Altar. The Noble Grand and Vice Grand will march together, face the Noble Grand's station and march down the column of officers to the rear of the Altar. The Vice Grand will take a position in the center of the Altar, the Noble Grand proceeds to the right around the Altar and faces the Vice Grand where they will bow to each other. Making right turns they face their respective stations, marching to and entering said stations from the right. As the Noble Grand steps into position between the Warden and Conductor, all officers face the front of the room. These three officers advance toward the station of the Noble Grand, the Warden and Conductor pausing at the center sides of their chairs. The Noble Grand, continuing to that station, enters from the right. When the Noble Grand faces front, the Warden and Conductor, turning toward each other face the Vice Grand. (*Square corners to be observed by all*). The Noble Grand will then proceed to open lodge. (*See Ritual Page 13*). The first rap of the gavel calls the lodge to order but does not seat the members. The Noble Grand directs: *'The officers will assume their stations'* the Noble Grand pausing till all officers have assumed their station. The officers will advance simultaneously. The Warden and Conductor step forward and then turn right and left to their stations. The Chaplain goes in a direct line to that station, entering from the right of the pedestal. The Secretaries, Treasurer and Supporters of the Noble Grand march in a direct line toward stations of Supporters of the Noble Grand. The Secretaries and Treasurer turning at a point to clear the stations of the Warden and Conductor, advance to their stations and face front. The Supporters of the Noble Grand march directly to their stations, turning toward each other and face the lodge. The Past Noble Grand advances on a line toward the Warden's chair to a point opposite the right side of that station, turns left and marches directly to and enters the station from the right. The Supporters of the Vice Grand and the Guardians turn in and march toward the station of the Vice Grand, the Supporters going directly to their stations and the Guardians following to their stations, the Outside Guardian proceeding to the anteroom. The Noble Grand will continue with the charge *'the members will be seated and the Guardians will close the doors'*. The Inside Guardian is not seated when the other officers are seated as she/he has a duty to perform immediately – charge to deliver.

If the Secretaries and Treasurer are seated on the same side of the room, they shall follow the regular line of march, crossing in front of the Warden's or Conductor's chairs as the case may be, to their respective stations.

(Proceed with the Ritual – page 13)

When the Noble Grand addresses the Warden, the Warden and Conductor rise simultaneously and stand directly in front of their stations facing each other. Receiving instructions from the Noble Grand, they advance until they meet, turn and face the Noble Grand and take positions in line with the center of the sides of their chairs. The Conductor remains in this position while the Warden proceeds to the side of the Noble Grand, and with her/his back to the lodge, receiving the passwords from the Noble Grand. The Warden turning right towards the Noble Grand, resumes a position at the left of the Conductor and proves that officer, then turning back to back, advance, stop in line with the Supporters of the Noble Grand, turn and advance to the Supporters, turn to face each other and prove the Supporters. Then turning inward, they face the Vice Grand and march to a position in line with the front of the Warden's and Conductor's stations, turn to their respective sides of the room, and after proving first all the members at the right and left of the Supporters of the Noble Grand, continue down the sides of the room to the stations of the Chaplain and Past Noble Grand, proceed beyond the pedestals, face the Noble Grand and take the passwords from these officers. Every member must be in possession of the proper passwords or credentials, otherwise the member must be reported to the Noble Grand. (*i.e. Sister ____ is with out the term password. The Noble Grand would either direct that the member advances to the NG's station to receive the password or direct that the member be passed, this being the case of a member of the Lodge or the jurisdiction. Instructions for receiving and proving members from outside of the jurisdiction are found on pages*

6 – 7 of the Ritual.) The officer reaching the station of the Inside Guardian first will retire and prove all members in the anteroom in the TERM password. Upon completing the work in the anteroom, the officer will return to the lodge room and continue until all members have been proven. From whatever point in the lodge room they meet, the Warden and Conductor will proceed in single file to positions in front of the station of the Vice Grand where the Conductor will quietly report to the Warden: “All have proven themselves in the passwords.” Then turning back to back will march to a position in direct line with their station, face and march directly to their station, assuming positions at angles with their respective chairs, while the Warden reports to the Noble Grand, then each faces the rear of the room and is seated.

The Warden and Conductor shall prove all officers and members including the Outside Guardian in the term and permanent passwords.

If there are two or more rows of members seated on the sides of the room, the officer proving the members shall begin taking the password from the front row first and then take the password from the members on the second row. The members of the second row may be asked to file out at the end of the line closest the center of the room.

All persons not proving themselves correctly must be reported to the Noble Grand. Each member shall rise in turn when giving the passwords. Should a visitor be found in the room when the passwords are being taken, the Noble Grand should appoint some member to escort the visitor from the lodge room and remain with her or him until the case is disposed of by a committee or otherwise.

If the occasion requires, the Noble Grand may appoint assistants to help in proving the members. Such assistants should proceed to the front of the room and be proved by the Warden or Conductor. They will start at the stations of the Chaplain and Past Noble Grand to prove the members, and will meet the Warden and Conductor in front of the station of the Vice Grand and report to them. They will then proceed with the Warden and Conductor to the front of the room, and after these officers have reported, will resume their seats. Assistants do not prove officers.

If Ode Cards are used, the Warden and Conductor shall pass them when taking the passwords from the members.

For Lodges who present the colors, otherwise the Flag shall be posted prior to opening.

Flag Ceremony

Every lodge must be provided with a Flag of the Nation in which it is meeting and it is suggested that the regular school size Flag be used in their ceremony, as it is not so heavy to carry. Straight lines and square corners must be observed during the ceremony. The Warden, Conductor, (*Color Bearer*) and Inside Guardian remain seated until the Noble Grand has finished giving the first instructions in regard to the Flag. (See pages 10 – 12 in the Ritual.) The Noble Grand will say: “The Warden and Conductor will retire and present the Flag of our Country”. The Warden, Conductor and Inside Guardian will rise. The Inside Guardian opens the door, returns to her/his station, as the Warden and Conductor march in straight lines to a position in line with the rear of the Altar, face each other, meet, face the Vice Grand and march to a position within two short steps of the Vice Grand’s station, turn right or left according to the location of the anteroom, march as a couple to the anteroom. After they have retired, the Inside Guardian closes the door and returns to her/his station and immediately reports to the Noble Grand. The Inside Guardian resumes her/his station at all times during the ceremony. The Warden carries the Flag as follows: The Warden on the right will carry the Flag. The Flag unfurled, is carried on the right side at about a ten-degree angle, the staff is gripped between the thumb and forefinger of the right hand, the right arm extended downward at full length. The left hand also grips the staff,

with the left forearm reaching across the chest about even with the armpit. If it is necessary to tilt the Flag when passing through a doorway, the left forearm will be placed around the unfurled Flag so the titled Flag and Staff will rest upon it. The Flag must never be permitted to touch the floor. The Inside Guardian reports: “Noble Grand, the Warden and Conductor bearing the Flag of our Country are ready to enter”. The Noble Grand says: “Admit them”. The Noble Grand calls up the lodge. All members stand at attention eyes forward. When the Noble Grand gives the direction, the Inside Guardian opens the door and returns to her or his station. The Warden and Conductor enter with the Flag; the Outside Guardian will follow the Flag and stop in the doorway. *(When the Flag enters the lodge room all officers and members will salute. – US)* If the anteroom is to the right of the Vice Grand’s station they will march directly up the side of the room, passing the Chaplain’s station. The Conductor will stop when in line with the Left Supporter of the Noble Grand and remain. The Warden continues to a point in line with the Right Supporter of the Noble Grand then turning toward the Noble Grand. At the same time the Conductor will turn right and face the Left Supporter of the Noble Grand *(US – and salute the Flag)*. The Warden will continue on to a point beyond the Flag receptacle, then turn left and take the necessary steps and stop directly behind the receptacle, turn left and deposit the Flag in the receptacle, letting the Staff slide down through the hands and not bending the back. *(The members will drop the salute.)* The Warden takes one step back, remains facing the Flag, and makes the announcement: “Noble Grand, your orders have been obeyed”. After the Warden says: “Your orders have been obeyed”. *(US – All officers and members will take a diagonal position facing the Flag and salute it. The singing of the National Anthem follows the Pledge of Allegiance, led by the Warden. The salute is not dropped between the Pledge and the singing of the National Anthem. After the singing of the National Anthem, the salute is dropped; all turn back to their former positions.)* The National anthem may be rendered at this time. The Warden turning left retraces her/his steps, marching down to a line with the Conductor, turn back to back, march until they are in line with their stations, face the Noble Grand and march directly to their stations, the Warden and Conductor face each other and face the Vice Grand. The Outside Guardian retires to her or his station and the Noble Grand seats the lodge. *(Should the door to the anteroom be on the left of the Vice Grand’s station, the Warden and Conductor will enter and proceed to a line three steps in front of the Vice Grand’s station, turn right, march to the side of the room, and turn left and proceed as above.)*

(US – The salute is given as follows: Arm straight across the chest with the four fingers together over the heart and the thumb resting on the top of the fingers.)

All are seated by the Noble Grand with one rap of the gavel – see Ritual page 11.

Position of Officers When Giving Charges in the Opening Ceremony

Noble Grand will call each officer’s title in turn; wait until each stand before asking for the charge. Each officer will remain standing after her or his charge.

Inside Guardian, following instructions retires to the anteroom; Outside Guardian enters, taking the position of the Inside Guardian, faces the Noble Grand and gives the duties of her or his office. On direction, returns to the anteroom. Inside Guardian enters and assumes her station, faces the Noble Grand and on direction gives charge.

Conductor rises, faces the Warden and gives charge. She/He remains in this position until after the Warden gives her/his charge, then both face the center of the room. Musician rises, faces the Noble Grand, gives her/his charge and faces the center of the room. Secretary rises, faces the Noble Grand, gives her/his charge and remains in this position. The Financial Secretary rises, faces the Noble Grand, gives her/his charge and remains in this position. The Treasurer rises, faces the Noble Grand, gives her/his charge and then all three officers face the center of the room simultaneously. Vice Grand rises and gives her/his charge. All Supporters rise at the

same time as the Vice Grand. Chaplain rises, faces the Noble Grand at a slight angle and gives charge; the Past Noble Grand rises at the same time and assumes a similar position. After the charge is given, they face each other. All officers are now standing and facing the center of the room. The Noble Grand calls up the lodge and proceeds with the ceremony as required in the Ritual.

After lodge is open and the anteroom is cleared, the Outside Guardian enters, advances up the side, of the room, turns and crosses to the rear of the Altar and makes the sign and returns to her station and is seated.

When the Noble Grand directs the Chaplain to “invoke Divine Blessing”, the Chaplain, leaving her/his station from the right passes in front of her/his pedestal to a position in line with the rear of the Altar and advances to the same and faces the Noble Grand. She/He will reverently open the Bible and will bow her/his head and cup her/his hands about waist high, the left hand in the right one. All will bow their heads and cup their hands in a like manner and the Chaplain will give the Ritual Prayer. The Chaplain will then face her/his station and march directly to it, entering from the right. The Musician will play sacred music while the Chaplain is marching but not while she/he is speaking.

The Presiding President may designate any Altar Ceremony.

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Order of Business

Roll Call - The Warden standing and facing the Vice Grand answers for all officers. Secretary should have a roll call book for convenience, but the record of attendance of officers must be in the minutes. The shorter list, whether it be those present or absent, must appear in the lodge records. Should an officer arrive after roll call, they should assume their station and be given credit for being present, but tardy. The pro tem appointments shall be announced right after roll call.

Presentation of Cards and Reception of Visitors - Visitors are divided into three groups. Introductions may be done from the sidelines, or guest may be asked to retire to the anteroom.

In introducing visitors from another jurisdiction, follow instructions as given on Pages 6 – 9 of the Ritual. When presenting cards or official certificates of visitors in waiting, the Inside Guardian should pass directly up the side of the room passing in front of the chair of the Warden or Conductor and deliver the card or certificate to the Noble Grand, returning immediately on same line to her/his station, always observing straight lines and square corners.

Careful instructions must be given in the examination of a visitor. Chairman of the committee will announce “Committee with the Visitor” at the inner door. Inside Guardian will inform Vice Grand, who in turn, gives this information to the Noble Grand, who gives permission to enter, relaying the information through the same sources as it was received. The Committee will enter in double file, chairman with the visitor on the left, leading. The committee will take the line of march that will bring the committee to the rear of the Altar with the chairman on the extreme right, the visitor next, then the other members of the committee all in a straight line.

If visitors have been examined before the opening, the same committee that acted in examination must properly introduce them to the lodge, under the regular order of business. Details of visitor’s official receipt must be entered on the records of evening. No further examination is necessary in the same lodge as long as dues are paid in advance, but the Noble Grand must be satisfied on this point. The Noble Grand will call up the lodge according to direction in the Ritual when visitors are presented who are entitled to the Honors of the Degree, and when welcoming visitors from another jurisdiction, but at no other time. Visitors entitled to receive the Honors of the Degree may be presented at this time or under the particular group in which they hold their highest rank.

Visitors from other lodges within the jurisdiction, if visiting on a night when there are many visitors, would count during lodge count, e.g. guest night or brothers' night.

Official presentations:

On the left side of the room.

1. District Association Past Presidents, Past District Deputy Presidents, and District Association elected officers.
2. Assembly and Grand Lodge Appointees.
(DDP – would receive Honors of the Degree on Official Visit and at Installation of Officers.)

On the right side of the room.

1. Past elective Officers of all units of the Order.
 - a. Department Association
 - b. Department Council
 - c. Grand LEA
 - d. Grand Encampment
 - e. Theta Rho Assembly
 - f. Grand Junior Lodge
 - g. Rebekah Assembly
 - h. Grand Lodge
 - i. I.A.L.A.P.M.
 - j. G.M.C.
 - k. I.A.R.A.
 - l. The S.G.L.
2. Elected Officers of all units of the Order.
 - a. Department Association
 - b. Department Council
 - c. Grand LEA
 - d. Grand Encampment
 - e. Theta Rho Assembly
 - f. Grand Junior Lodge
 - g. Rebekah Assembly
 - h. Grand Lodge
 - i. I.A.L.A.P.M.
 - j. G.M.C.
 - k. I.A.R.A.
 - l. The S.G.L.

(There may be occasions when it will be prudent for the President of the Rebekah Assembly to be presented last—President's official visit.)

All entitled to introduction shall be presented but once, and according to their highest rank.

The left side of the room.

The Noble Grand will announce each group in turn and appoint an escort, who will proceed to the group, bow and precede them to the Altar. Escorts should be informed prior to opening of the presentation that they will be asked to perform.

Seated on the left and divided into two presentations. The groups are presented by one escort, who leads them around the room to the rear of the Altar. The escort presents them as a group and may introduce each in turn or allow each in turn to give their name and title until all have been introduced. The Noble Grand will extend a welcome, and then direct the escort to present them to her/his station and a seat on the left. The escort leads them to the station of the Noble Grand, steps to the right, bows to the first in line and precedes that guest to the chair reserved for them, remaining there until all the group are seated. The Noble Grand shakes hands with each guest from the left of the station. The lodge is not called up.

The right side of the room.

When presented past elected and elected officers – the lodge is called up when the first guest is named by the Noble Grand and is seated after all the guests and escort, have returned to their seats. If only one guest, the escort remains in line with the front of the chair of the Conductor, guest steps back into line with the escort who

offers their left arm and conducts them back to their seat at the right of the Noble Grand. The lodge is called up when the guest is named and seated when escort has returned to their chair.

Seated on the right and divided into two presentations. The groups are presented by one escort, who leads them around the room to the rear of the Altar. The escort presents them as a group and may introduce each in turn or allow each in turn to give his or her name and title until all have been introduced. The Noble Grand will extend a welcome, and then direct the escort to present them to her/his station and a seat on the right. The escort leads them to the station of the Noble Grand, steps to the left, bows to the first in line and precedes that guest to the chair reserved for them, remaining there until all the group are seated. The Noble Grand shakes hands with each guest from the right of the station.

Reading and Disposing of Records - It is the duty of the Secretary to accurately record all business transacted at a meeting, and the duty of the members to know that each record has been made. The Noble Grand shall place the minutes before the lodge as follows: "You have heard the reading of the minutes of our last meeting; are there any corrections?" If no corrections are made, the NG shall then say: "If not, the minutes are approved as read." If a correction is made, the NG shall, after restating the correction, ask: "Are there any objections to this correction?" and after waiting a minute to obtain if there is an objection, shall continue by saying: "If not, the minutes are approved as corrected." If there is an objection, the matter must be decided by a majority vote of the lodge. A note in the margin or at the conclusion of the corrected minutes should indicate that the correction is to be found in the records of the meeting when the correction was made. The minutes should accurately record the receipts and disbursements of the meeting in detail.

Does any member know of a sick member or one in distress? This order of business can never be omitted. The Noble Grand will stand and report all new cases of illness or distress. Courtesy demands that the Noble Grand should be informed of any new cases known to any member, so that they may be announced to the lodge. Any member unable to inform the Noble Grand before lodge opens may now announce any illness known and not reported by the Noble Grand. The Noble Grand should request members to call or send cards to members who are ill, and it is the duty of the Noble Grand to know that all members of the visiting committee are notified of sick members.

Communications read and referred -- Those should be taken care of in the order shown by the Order of Business. The Secretary of the lodge should read all legitimate communications. Particular attention should be paid to communications from the Grand Lodge and Rebekah Assembly, and the members urged to carefully consider the same. If a communication requires no action of the Lodge it should be ordered filed. If there is a request requiring action, it must be placed before the lodge, properly disposed of, then filed, unless there is a specific order of business under which it can be handled. Each communication must be taken care of as read. The Secretary should be supplied with a suitable file in which to keep all communications and papers of value.

Bills -- All bills against the lodge should be placed on the desk of the Secretary and read under this heading by that officer. After the reading they are referred to the Finance Committee. This committee can act no bill until it has been read in lodge. The Finance Committee shall immediately audit the bills and attach them to a written report made out by the committee, either approving or disapproving the bills, and containing its recommendations concerning the payment of the bills. Meanwhile, the Noble Grand will proceed with the lodge business and the report of the Committee will come later under a special heading.

Consideration of previous proposals for membership or reinstatement -- This heading refers to proposals for membership that have been previously read to the lodge and referred to the proper interviewing committee. The Secretary reads the written report of at least a majority of the committee to the lodge. The report must either be accepted or rejected by a majority of the lodge or the Noble Grand may say: "If there are no objections, the report of the interviewing committee will be accepted." After waiting a reasonable time, she shall say: "Hearing no objections, the report of the committee is accepted." If an objection should be entered, the Noble Grand will

then say: "All in favor of accepting the report say 'Yes' - opposed 'No' ". Majority rules. In case of an objection, the report may be recommitted to the same committee appointed. In either case, the report of the committee cannot be accepted until the next meeting.

Balloting -- The Warden shall previously have placed the ballot box in a convenient location to her station. When ready to ballot, the Noble Grand addresses the Warden, who rises and stands in front of her chair facing left. The Chaplain also rises at this time. The Noble Grand continues by saying: "Warden, prepare the ballot box." The Warden secures the ballot box (*Carrying it in the following manner: Grasp handle of box with right hand, forearm held close to body and box resting on palm of left hand*) and returns to former position at her station and prepares same. Be sure that there are a proper number of white and black balls or cubes and that they are in proper compartment. The Warden remains in position while the Chaplain leaving her station from the right, passes in front of her pedestal to a position in line with the rear of Altar, advances to the same and removes Bible; returns to and enters her station at the right, faces lodge, deposits Bible on pedestal and is seated. The Warden advances to a position directly in front of and facing the Noble Grand. Presents ballot box, handle first, to the Noble Grand for inspection. After inspecting the ballot box, she returns it to the Warden, handle first. The Warden, making a right turn, faces the Altar and marches directly to same, passing the Altar on the right (*observing square corners*) to a point opposite the station of the Vice Grand and marches directly to that station. The Vice Grand rises and receives the ballot box, handle first, for inspection. After inspection, she returns the ballot box, handle first, to the Warden. The Warden turns right and marches to the rear of the Altar where she opens the ballot box and waits for the Noble Grand to give the balloting admonition.

If there is more than one application, the Noble Grand shall say: "Having applications, if there are no objections we will ballot collectively." If there is an objection, it shall be decided by a majority vote of the lodge. The Noble Grand shall then say:

"Officers and members, you are about to ballot on the application of _____ who wishes to become a member of this lodge by _____. The committee has reported favorably (*or unfavorably*). Let me admonish you to permit no personal prejudice to control your actions. Let the law of the golden rule influence your decision, and by your ballot judge as you would wish yourself to be judged. Remember that white balls elect and black balls reject. Look well to your ballot."

The Warden turns right around the Altar and proceeds to the station of the Noble Grand and presents the ballot box at arms length to her to deposit her ballot. The Warden, turning right, marches to a position in front of her own station and faces the Vice Grand. When the Warden is in this position, the Conductor rises and both officers advance on a straight line to the rear of the Altar, face each other and march until they meet, face the Noble Grand. The Warden places ballot box on and about the center of the Altar. The Warden and Conductor face each other, turn toward the Vice Grand's station and march four steps toward the station of the Vice Grand, face each other, and each take one short step backward, leaving just space enough for one person to pass between them. The Vice Grand is the first member to ballot, and the Warden and Conductor then clasp hands allowing only one person to pass at a time toward the ballot box. The Noble Grand will call up the members; the line of march is led by the Supporters of the Noble Grand, who shall leave their stations, pass between the chairs of the Warden and Conductor and pass down their respective sides of the room, the other members falling in line as the line passes them. As the supporters reach a position in line with the station of the Vice Grand, that officer will leave her/his station (it being filled by the Right Supporter during the absence) and step into position in front of her/his pedestal and lead the line of march to the ballot box. The Inside Guardian will step into position immediately behind the Noble Grand Supporter on her side of the room, the Outside Guardian remaining on duty until she returns. The Noble Grand's Supporters and other members will follow the Vice Grand, alternating in a single file. The Outside Guardian steps into line as soon as the Inside Guardian returns to her station. The Conductor, Warden and Musician ballot last, in order named. When the Conductor and Warden are ready to ballot, each in turn steps in line with the center of the Altar, faces and advances to ballot box, deposits ballot, faces out, turns and marches to former position facing the other. The Musician follows the same line of march as members. All members in good standing must ballot unless excused by the lodge. After

all have balloted the Noble Grand shall say: "Have all voted who are entitled to vote? If so, I declare the ballot closed." Noble Grand sounds gavel and all are seated. The Warden and Conductor take one step toward each other, face, and march directly to the Altar. Warden closes the ballot box and takes the same, carrying it as previously instructed. The two officers face each other, turn and march to the station of the Vice Grand and that officer rises and receives the ballot box from the Warden. After the Vice Grand has inspected the ballot, she hands the ballot box to the Warden. Warden and Conductor, facing out, march to position in line with and advance to their respective stations. The Conductor turns and faces the Vice Grand and remains standing. The Warden observing square corners and straight lines advances to the station of the Noble Grand, to whom she presents the ballot box, handle first, for final examination. After the Noble Grand has inspected the ballot she will ask:

"Vice Grand, how do you find the ballot?"

The Vice Grand will report:

"Noble Grand, I find the ballot favorable (*unfavorable*)", as the case might be. If the report of the Vice Grand is correct, the Noble Grand will then say: "Finding the report of the Vice Grand correct, I declare _____ (*giving name of candidate*) elected to become a member of this lodge by _____ (*initiation, card or reinstatement*).

The Noble Grand gives one rap of the gavel and the Vice Grand is seated. If unfavorable, she will declare the applicant rejected. The Noble Grand will then destroy the ballot. The Noble Grand then hands the ballot box to the Warden. The Warden turns right, faces the Vice Grand and continues on to where the ballot box is kept and returns to her station, observing straight lines and square corners, and faces the Vice Grand. The Warden and Conductor remain standing while the Chaplain rises and returns the Bible to the Altar in the same manner in which she removed it, and returns to her station. The three officers are seated at the same time. The Noble Grand will direct the Secretary to notify the candidate of election or rejection. If rejected, order the fee returned.

Admission of New Members -- Card members are admitted at this time by the regular officers of the lodge, according to the ceremony on Pages 53 – 55 of the Ritual. It is recommended that the regular lodge officers be urged to learn the charges in the degree work and that the ritualistic work be perfected before character work or drills are attempted; and that the Captain of the Staff be appointed annually by the Noble Grand, and that such selection be provided for by the Lodge By-laws. Dues should be collected at the time of initiation.

Report of Committees and Officers -- The acceptance of the final report of a committee by the lodge discharges a special committee without further action.

Trustees -- Five trustees are elected at the regular time of election in September, and within one week from their election, it must be certified to the County Recorder by the Secretary or as jurisdictional law requires. The term of office of trustees shall begin **October 1st** following their election. They shall approve the bonds of the Financial Secretary and Treasurer and present the bonds with their report to the lodge for adoption. The Chairman of Trustees shall have the custody of the bond or bonds. They must know that the lodge is properly protected by insurance and the chairman keeps the policy. Under direction of the lodge they will secure a proper lodge room and know that it is in the proper condition for a lodge meeting. They have the guardianship of the widows and orphans of the lodge and carry out the wishes of the lodge in their behalf. They act as the purchasing agents of the lodge, unless other provisions are made. At the close of the year they will present to the lodge a complete report of their work during the year and a complete inventory of the lodge property.

Visiting Committee -- At each meeting the Noble Grand will call on each member of this committee who is present to make a report of what she has done since the last meeting as to members visited and relief given, and this report shall be acted upon by the lodge and made a matter of record. This can never be omitted. Members of this committee rise when the Noble Grand calls for the report of the Visiting Committee and following the report of the last member of the committee, the report is accepted and upon the rap of the gavel to accept the report this seats the members of the committee.

Finance Committee -- This committee shall audit, make a written report of all bills presented to the lodge for payment, and such report shall be presented to the lodge for adoption and made a matter of record under the order of business "Report of Finance Committee."

A further duty of this committee is to audit the books of the lodge prior to the first meeting in October and April. The books of the lodge shall be posted and balanced to October first and April first of each year. This committee shall meet and audit all books and make a complete report to the lodge at the first regular meeting in October and April. The Secretary, Financial Secretary and Treasurer shall meet with the committee that is auditing the books. If any officer is unable to be present for the auditing, he or she shall deliver his or her books to the Noble Grand for the Auditing Committee. Members who cannot be saved to the lodge must be dropped prior to October first and April first, to exempt the lodge from paying per capita dues on such members.

Other standing committees -- All Standing committees must be provided by Lodge By-laws. If no such provision is made, the lodge has no standing committees. If there is such a committee, it must perform the duties assigned to it, and make a report as provided for other committees.

Special Committees -- May be appointed from time to time to perform special duties. After they have finished they will report and the committee is discharged.

Non-Contributing Members -- These are members who have been continuous contributing members of a Rebekah Lodge for a period of forty consecutive years immediately preceding his or her present age. Such member may make written application to be placed on the non-contributing list. The application shall be received and referred to an investigating committee, which will make its report in writing, with recommendations, at the next regular meeting, unless further time shall be granted. On the receipt of this report, a ball ballot shall be taken, and if a majority of the ballots are favorable, the member shall be declared to be non-contributing. Such member shall not be required to pay dues and will be entitled to all passwords, fraternal fellowships, the right to hold office and to vote. If a non-contributing member makes application to our Odd Fellow – Rebekah Home, such member is eligible for admission. Lodges are not required to pay per capita tax on non-contributing members.

Report of Treasurer -- *First meeting of each month* -- The Treasurer will make a complete report of all receipts and disbursements in all funds for each meeting of the preceding month. This shall be a written report and a copy given to the Secretary for the records. The lodge acts on this report.

Financial Secretary -- The Financial Secretary shall send quarterly notices to all members who are thirteen weeks or more in arrears for dues. To all members a year in arrears for dues, final-dropping notices shall be sent. Said notice shall state that if the member does not pay dues in sufficient amount to make him, or her, less than a year in arrears for dues within twenty days from date of notice, said member shall be liable for dropping for non-payment of dues. The Financial Secretary shall report to the lodge all final notices, which report shall be recorded in the minutes. (*Final notices may be secured from the Assembly Secretary.*) In accordance with our laws the Financial Secretary shall read to the lodge a statement of the balance of account of each unsuspended member. At the close of the year the Financial Secretary shall make an annual report to the Assembly Secretary.

Annual Reports shall be read and accepted by the lodge, prior to the October installation. The semi annual reports shall be prepared by the Secretary and presented to the lodge the first regular meeting in *January* and *July*. These reports must be carefully made out, and every requirement on the report be noted and filled out by the Secretaries.

Miscellaneous Reports -- Anything can come under this heading that has been missed in previous reports, but it is suggested that this is an excellent time to have the names reported to whom final arrearage notices have been sent by the Financial Secretary.

Unfinished Business -- It is the duty of the Secretary to call attention at this time to anything that should be properly brought up under this heading.

Special Order of the Evening -- might mean anything that by previous action of the lodge had been made a social order for the evening. Many lodges have made the taking of the sunshine fund a special order of the evening under this heading.

Other Matters on Record -- Dropping of members for non-payment of dues should properly be taken care of under this heading. The names of those who have been sent final dropping notices should be presented to the lodge, and the Noble Grand will say: "If there is no objection, Brother or Sister _____ will be suspended for non-payment of dues. (*Waits a minute*). Hearing no objection, it is so ordered." It requires no motion to drop a member, but if for any reason it is desired to carry a member, a motion properly made and carried by a majority vote is necessary.

Any other unfinished business that is a matter of record should be taken care of at this time.

New Business -- All applications for membership must be made out in regular form and the signature of the applicant witnessed by one member of the lodge. The application must be accompanied by the necessary fee, and if the applicant is an Odd Fellow, by his official certificate or an assertion under seal of his Odd Fellows lodge that he is a third degree member in good standing. The Secretary cannot present an application to the lodge unless in condition in every respect as mentioned. Applications in regular form are read to the lodge by the Secretary after which interviewing committees are appointed. On a lady's application two sisters and a brother must constitute the committee; on a brother's application, two brothers and a sister. The Noble Grand appoints the majority in either case, and the Vice Grand the minority. Whether the Vice Grand appoints a brother or sister depends on the appointments made by the Noble Grand. When an application for membership has been read and referred, the interviewing committee shall report at the next regular meeting after application has been received, and not before. Nothing in connection with an application for membership can be taken care of except at a regular meeting.

Application for Cards -- Withdrawal Cards are issued only to members whose dues are paid to date and who are desirous of severing their membership. Application must be made in person or in writing. The card must express the highest rank to which the member has attained and entitles him or her to receive the annual password of the year in which the card is issued. If absent from the location issuing the card, the holder is entitled to a written order for the annual password. The holder of a withdrawal card remains a member of the Order for one year from the date of the card, although not affiliated with any lodge. A member may visit any lodge during the year in which the withdrawal card is in force.

The holder of this card for a period of one year from its date may apply for membership by making a regular application and being balloted for according to the balloting ceremony. When this application is accepted and the member regularly received into membership, it constitutes continuous membership. One year's dues in advance, shall accompany the application, no other fee is necessary.

The holder of an expired withdrawal card (*a card more than one year old*) may apply for membership in a Rebekah Lodge, in which case the membership is not continuous, the card merely being a credential for former membership. One year's dues in advance, shall accompany the application, no other fee is necessary.

Transfer Certificate -- This is issued only in case a brother or sister wishes to change membership from the territorial jurisdiction of his or her lodge to the territorial jurisdiction of another lodge. The application for membership in the new lodge must be accompanied by a withdrawal card or official certificate showing dues paid at least four weeks in advance of the time of application and shall be accompanied by the fee of one dollar to pay for the transfer card. The application is treated the same as an application for initiation and regular

balloting ceremony is used. If the applicant is elected, the Secretary of the new lodge must so notify the Secretary of the old lodge, requesting a transfer certificate for the applicant, and forwarding the fee of one dollar to pay for the card.

Upon receipt of the transfer certificate, the Secretary of the new lodge shall immediately notify the applicant that he is entitled to sign the membership register and become a member of the new lodge without payment of any additional fee.

Upon the signing of the membership register by the applicant, the Secretary of the new lodge shall immediately forward to the Secretary of the old lodge the stub attached to the transfer certificate, properly filled out, showing the completion of brother or sister's membership in the new lodge.

Should the applicant for any reason fail to sign the membership register of the new lodge within three months of the date of their election, the transfer shall be ipso facto cancelled, and the member shall retain his or her standing in the old lodge.

Transfer certificates are never issued to individual members – they are sent to the lodge.

Dismissal Certificate -- This is a certificate issued only to members who have been suspended for non-payment of dues and against whom no charges or misconduct are pending. No lodge has a right to refuse this dismissal certificate and the member is entitled to receive the same under seal of the lodge and the signature of the Noble Grand and the Secretary, and without any vote of the lodge. The holder of a dismissal certificate has no rights or privileges except to apply for membership in a Rebekah Lodge. Not entitled to any of the passwords of the Order, but if elected to membership, is entitled to the rank shown on the dismissal certificate. Membership is broken when this certificate is issued.

Certificate of Resignation -- When a member shall be severed his or her connection with the Order by written resignation, membership is entirely severed, but he or she shall be entitled to receive a Certificate under seal of the lodge and signed by the Secretary, showing his or her former connection with the lodge and the rank already attained.

(A printed certificate of resignation may be obtained from the Rebekah Assembly Secretary for twenty – five cents, but this printed form is not compulsory.)

Official Certificates -- Are to be issued to members upon payment of their dues and assessments. It is the only legal form of receipt and it is unlawful for a lodge to issue any other form of receipt. It is a credential for visiting in all jurisdictions of the Independent Order of Odd Fellows and is limited to use to the date for which dues are shown to be paid. It is an order for annual and term passwords, under proof of identity and good standing in the manner prescribed by the laws of our Order. The receipt must be signed in the margin when it is received, but identity must be proved by examination. The holder of an official receipt may apply for membership in any other lodge of the Order by depositing the same with a regular application and if elected must obtain a withdrawal card, or if the applicant is changing membership to another jurisdiction and has complied with all the laws on the subject, membership maybe changed by transfer.

Resignation of office or membership -- An elective officer must resign to the lodge and the lodge will take action. An appointive officer resigns to the officer who appointed him or her. Officers must serve a majority of the nights of the term for which elected or appointed and until the end of the term to receive the honors of office. This applies also to officers who are installed to fill a vacancy.

To resign membership, dues must be paid to date, and resignation must be in writing. See previous instruction regarding resignation certificates.

Nominations -- All elective officers shall be nominated at the first regular meeting in September, and elected immediately after each one has been nominated. Any member in good standing is eligible to be nominated and elected to any office except that of Vice Grand or Noble Grand. To be eligible to the office of Vice Grand a

member must have received the honors of office in two elective or appointive offices in a Rebekah Lodge, other than that of trustee and to be eligible to the office of Noble Grand a member must have received the honors of office as Vice Grand or Noble Grand, or to be the sitting Vice Grand. If all eligible members present, on the night of nominations, refuse to accept the office of either Vice or Noble Grand, the lodge may elect a member from the floor, but before installation of such a member a dispensation for this purpose must be obtained from the Rebekah Assembly President. Cost is \$1.00.

If only one member has been nominated for an office, the election may be by acclamation. The Noble Grand will say: "Sister/Brother _____ has been nominated for the office of _____. There being but one nomination, the vote will be by acclamation. Those in favor of electing Sister/Brother _____ will vote Yes. Those opposed will vote No." The chair will declare the results of the election. No member can hold more than one installed office at one time.

Installation -- Officers shall be installed at the first regular meeting in *January*. All officers to be installed must be in good standing and the Noble Grand and Vice Grand must be eligible because of previous service and must know the unwritten work and the entire opening and closing charges of the ritual. The business that must be taken care of prior to installation is as follows:

Finance Committee's Report of Audit of Books and Accounts of Secretaries and Treasurer read and accepted by Lodge; semi-annual and annual reports read and accepted by lodge, report of trustees read and accepted, per capita tax allowed; officers' bonds approved by trustees and accepted by lodge.

Only Past Noble Grands and Past Grands who are in good standing in Rebekah Lodges in good standing shall be eligible to act as officers in performing the installation ceremony. Prior to installation the District Deputy President must know that the Noble Grand and Vice Grand are qualified in the unwritten work and the opening and closing ceremonies. She/He shall inform the Deputy Marshal that this examination has been made.

Appointments -- Immediately after installation the finance and visiting committees are appointed and such other committees as are provided for by the Lodge By-laws. The Noble Grand appoints the entire finance committee and a majority of the visiting committee. The Noble Grand is member ex-officio of all committees.

Resolutions and Motions -- Under this heading the lodge charter may be draped for deceased members and resolution regarding same should be read and adopted.

Resolutions should also be presented regarding new or amended by-laws.

When acting upon by-laws the first question to be considered is whether or not the proposed by-law is a constitutional law of the Order; if it is, the lodge need not adopt it as a by-law. A lodge may make a law where no law on the subject exists, or where it does not conflict with other existing laws. By a careful observation of the above, the lodge will be saved the annoyance of having its by-laws returned for correction.

Proposed by-laws must be submitted to the lodge in writing, and be read in the lodge at three consecutive regular meetings. Prior to the third reading all members must be notified by the Secretary. The adoption of the by-laws will be voted on at the third meeting, two-thirds affirmative vote of the voting members present being necessary for adoption. Upon adoption, two copies under seal of the lodge, accompanied by the necessary certificate, must be forwarded to the Assembly Secretary for correction, if necessary. She will then forward them to the Judiciary and Appeals Committee of the Grand Lodge for approval. If approved by this committee, a copy marked "approved" will be returned to the lodge and such approved by-laws will go into effect immediately. The certificate showing that the laws governing adoption of by-laws has been properly complied with may be obtained from the Assembly Secretary. In preparing by-laws they must be presented in the form of resolutions showing both the old law and the proposed amendment.

Good of the Order -- This order of business affords a great opportunity to accomplish much in an instructive or entertaining program.

A Rebekah Lodge cannot legally close without giving the members an opportunity to speak upon the following:

“Does any member know of a sick member or one in distress?”

“Report of the Visiting Committee.”

“Are there any cases requiring the Charity of the Order?”

Announcements -- Depends entirely upon local conditions.

Please note that the receipts and disbursements of the evening must be given in detail.

Closing

Following the singing of the Closing Ode, the Noble Grand will ask the Chaplain to invoke Divine Blessing. The Chaplain leaving her/his station from the right passes in front of the pedestal to a position in line with the rear of the Altar and advances to the Altar and faces the Noble Grand. The Chaplain will bow her/his head and cup her/his hands about waist high, the left hand in the right one. All members will bow their heads and cup their hands in a like manner and the Chaplain will give the Ritual Prayer. The Chaplain will reverently close the Bible following the prayer, turns to face her/his station and march directly to it, entering from the right. The Musician will play sacred music while the Chaplain is marching but not while speaking. The Presiding President may designate any Altar Ceremony.

The Noble Grand instructs the Warden and Conductor to retire with the flag. The Inside Guardian opens the door and returns to her/his station. Simultaneously the Warden and Conductor take three steps towards the Vice Grand's station, turn and face each other. The Conductor will take enough steps to be in a position in line with the Left Supporter of the Noble Grand and then stops while the Warden will take enough steps to bring her/him on a line with the left side of her/his chair, faces and advances to the Noble Grand's station and takes the necessary steps beyond the flag receptacle, then turns left and takes the necessary steps stopping behind the receptacle where she/he will remove the flag from the holder and bring it into carrying position in the same manner as when the flag was brought into the room. At this time all members will salute the flag. Turning left – retraces her/his steps down beside her/his chair and taking two steps beyond the chair, hesitates until the Conductor who drops the salute moves to her/his side and marching together they go to the side of the room and march out to the anteroom. When the flag moves into the anteroom the members will drop their salute. After the Warden and Conductor deposit the flag in the anteroom they re-enter the lodge room, marching as a couple until they reach a point in line with the front of the Vice Grand's station, turn and march over until they are in line with the rear of the Altar, turn and face the Noble Grand and march to the rear of the Altar. Meantime the Inside Guardian closes the door and returns to her/his station. Upon reaching the rear of the Altar the Warden and Conductor turn back to back and march until they are in line with their stations, face the Noble Grand and march directly to their stations, and face the Vice Grand.

The Noble Grand will report the number of Rituals in her/his keeping and a record of same is made in the minutes. She/He will then instruct the Warden to close the lodge. The Chaplain remains in her/his station. Following the declaration of the Warden closing the lodge, the Noble Grand will rap the gavel and the Inside Guardian will open the door.

Regalia March

After the lodge is declared closed, the Noble Grand will say: "We will now have the Regalia March." Officers and members remove their regalia. The Warden and Conductor (*remaining at their chairs*) will place their elbows on their hips, extend their hands and receive the officers' regalia on the inside arm and the members regalia on the outside arm. The Vice Grand will leave her/his station from the right – cross in front of the pedestal and assumes a position to the left of the pedestal in line with the Chaplain's left side at the Altar and advances. The Chaplain leaves her/his station at the same time the Vice Grand does, advancing until she/he is at the rear of the Altar, turning towards the Conductor she/he and the Vice Grand turning back to back, march until in line with the Conductor and Warden, march to the Warden and Conductor and deposit their regalia. They return to the sides of the room and march toward the Vice Grand's station until they are on a line with the front of this pedestal, turn and march together. The Chaplain will turn right and march to the rear of the Altar and remain there. The Vice Grand enters her station from the right. As the Right and Left Supporters of the Noble Grand leave their stations they will observe straight lines and square turns, march to the sides of the room and lead the members down the sides of the room in line with the front of the Vice Grand's station, turn and advance to position in line with the Warden and Conductor, advance to those officers where all will deposit their regalia

and return to their seats. Since lodge is closed the Inside and Outside Guardians will step into the line behind the leader on their respective side of the room. The Supporters of the Vice Grand will be the last ones in the line of march. The Warden and Conductor will advance to the Noble Grand and Musician, receive their regalia and return to positions in front of their chairs. The musician will then play; the members will sing "*An Evening Prayer*". As the members start to sing the Chaplain will remove the Bible into carrying position, turning towards her/his station she/he will face the Vice Grand. The Chaplain, Warden and Conductor will start marching toward the rear of the room where all will turn right or left as the case may be and march to the anteroom. The Chaplain remains at the Altar until the Warden and Conductor step into line beside her/him and then marching three abreast they march to the anteroom. All officers and members will remain quietly in their places and sing the second verse of "*An Evening Prayer*". Upon finishing the singing, Lodge is then dismissed. Chaplain's retiring march may be changed as designated by the Presiding President.

Special attention and instruction should be given in the making of the various signs.

All questions not herein provided for shall be decided by "Robert's Rules of Order".

Order of Bussiness

The following shall be the Order of Business.

- I. Calling the roll of officers.
- II. Presentation of cards of visitors in waiting and the reception of visitors.
Cards should also be received at any later time during the session.
- III. Reading and disposing of Records.
- IV. Does any member know of a sick member or of one in distress?
- V. Communications read and referred:
 1. From the Grand Lodge.
 2. From the Rebekah Assembly.
 3. From the District Association.
 4. From other lodges.
 5. From persons.
 6. Bills against the lodge.
- VI. Consideration of previous proposals for membership or reinstatement:
 1. Reports of Investigating Committee.
 2. Balloting.
 3. Admission of new members.
- VII. Reports of Committees and Officers.
 1. of Trustees.
 2. Of Visiting Committee.
 3. Of Finance Committee.
 4. Of Other Standing Committees.
 5. Of Special Committees by Seniority.
 6. Report of Committee on Non-contributing members.
 7. Of Treasurer, first meeting of each month.
 8. Of Secretaries and Treasurer, close of term.
 9. Miscellaneous Reports.
- VIII. Coin Collection.
- IX. Unfinished Business.
 1. The special order of the evening.
 2. Other matters on record.
- X. New Business
 1. Proposals for membership or reinstatement.
 2. Application for cards.
 3. Resignation of officers.
 4. Resignation of membership.
 5. Nominations and elections.
 6. Installations.
 7. Appointments.
 8. Resolutions and motions.
- XI. Good of the Order.
 1. Has any member anything to offer for the good of the Order?
 2. Are there any cases requiring the charity of the Order?
- XII. Announcements.
 1. Of special meetings.
 2. Of miscellaneous matters.
 3. Of receipts of the evening in detail by the Financial Secretary.
 4. Of disbursements of the evening in detail by the Recording Secretary.

XIII. Closing.

Ceremony for Draping the Charter (Optional)

When the Charter is to be draped, all things should be placed in readiness before the lodge is opened. Easel, holding charter, at Altar facing the Noble Grand's station. Drape and candles at station of Noble Grand. Garlands of flowers at station of Vice Grand. Resolutions at the station of the Past Noble Grand, and the Bible at the station of the Chaplain.

Officers taking part are Noble Grand, Vice Grand, Conductor, Warden, Chaplain, Past Noble Grand, Musician and the Supporters of the Noble and Vice Grand.

Under "Order of new Business - Resolutions and Motions" - the Noble Grand shall say:

"Sisters and Brothers, once more the hand of death has entered our Fraternal Circle and removed from our midst one of our members, Sister or Brother _____. Let us pause at this time to pay respect to our member by draping our Charter."

Noble Grand lights tapers.

Soft music - At chord all officers taking part rise together.

The Noble Grand calls up the lodge.

Noble Grand and Vice Grand step to positions in front of their respective stations. Noble Grand holding tapers and charter drape on arm; Vice Grand holding spray (or sprays) on extended palms.

Warden and Conductor face each other, march together and face the Noble Grand. Noble Grand presents tapers to Warden and Conductor, who receives them and carries them with both hands, partially extended. Warden and Conductor turn backs together, step out in line with sides of Altar, and march slowly to Altar, turn and face Altar and reverently deposits tapers on corners of Altar. Warden and Conductor step back two paces facing sides of Altar.

Noble Grand and Vice Grand, acting together, step about two paces forward, then each, turning slowly about, face their own stations. The Supporters of the Noble and Vice Grand step down to positions directly in front of their chairs, face each other, march together and face the Noble and Vice Grand respectively. The Noble Grand deposits drape on inside arm of her Supporters, who carry drape on palm supported by other hand. The Vice Grand deposits spray or sprays on arms of her Supporters. Noble and Vice Grand each turning right, return to their respective stations.

The four Supporters then march forward, slowly and reverently to Altar. Supporters of Noble Grand place drape on charter. Supporters of the Vice Grand place garlands on Altar. All step back two short paces, facing Altar.

The Past Noble Grand, carrying resolutions and Chaplain carrying open Bible, advance slowly to the Altar, taking places in line with the Warden and Conductor.

The Past Noble Grand reads the Resolutions.

All members sing one verse of "*Blest Be the Tie that Binds*".

Blest be the tie that binds
Our hearts in threefold love;
The fellowship of kindred minds
is like to that above.

The Chaplain reads the first four verses of the Twenty-third Psalm.

Chaplain slowly closes the Bible, resting it on the palm of her/his left hand.

All incline heads and in unison say:

“Thy will O Lord, not ours be done.”

All turn and walk very slowly to stations. Seated together.

REBEKAH REGALIA MEDALLIONS

<i>OFFICER</i>	<i>MEDALLION</i>	<i>WORD</i>
Noble Grand	Rebekah at the Well	Fidelity
Vice Grand	Ruth and Naomi	Industry
Secretary	Pen (<i>Quill</i>)	Deborah
Financial Secretary	Pen (<i>Quill</i>)	None
Treasurer	Key	Trust
Warden	Bar and Ax Crossed	Hope
Conductor	Two Wands Crossed	Safety
Inside Guardian	Shield Crossed by Spear	Prove
Outside Guardian	Shield Crossed by Spear	Vigilance
Chaplain	Bible	Chaplain
Supporters of Noble Grand	Rebekah at the Well	R.S.N.G
	Rebekah at the Well	L.S.N.G
Supporters of Vice Grand	Ruth and Naomi	R.S.V.G
	Ruth and Naomi	L.S.V.G
Musician	Lyre	Musician
Past Noble Grand	Star	P.N.G.