

Marine Corps League



Ritual

Revised 6-93

TABLE OF CONTENTS

Foreword	4
Arrangement Detachment Quarters	6
Opening Ceremony	6
Presentation of Charter (Det-Dept)	8
Order of Business	10
Closing Ceremony	11
Initiation Ceremony-Oath (Regular)	12
Initiation Ceremony-Oath (Associate)	21
Ritual of Installation	23
Brief Order for Deceased Marines	29
At the Grave	x
Code for Funeral Assistance	x
Memorial Day Service	x
The Marines' Hymn	x

It was the purpose of the Ritual Committee in compiling this book to give to the membership of the Marine Corps League proper procedure for the opening and closing of meetings, conduct of initiations and installations, as well as funeral and memorial ceremonies befitting our departed Marines.

Introduced at the National Staff Meeting, Arlington, Virginia, February 21, 1965, this Ritual was adopted in its entirety by a unanimous vote of the National Staff.

Officers of Detachments and Ritualistic Teams (where used) are asked to study their parts carefully so that when a ceremony is to be conducted it will be with the dignity befitting the Marine Corps League.

Issued by
NATIONAL HEADQUARTERS
MARINE CORPS LEAGUE

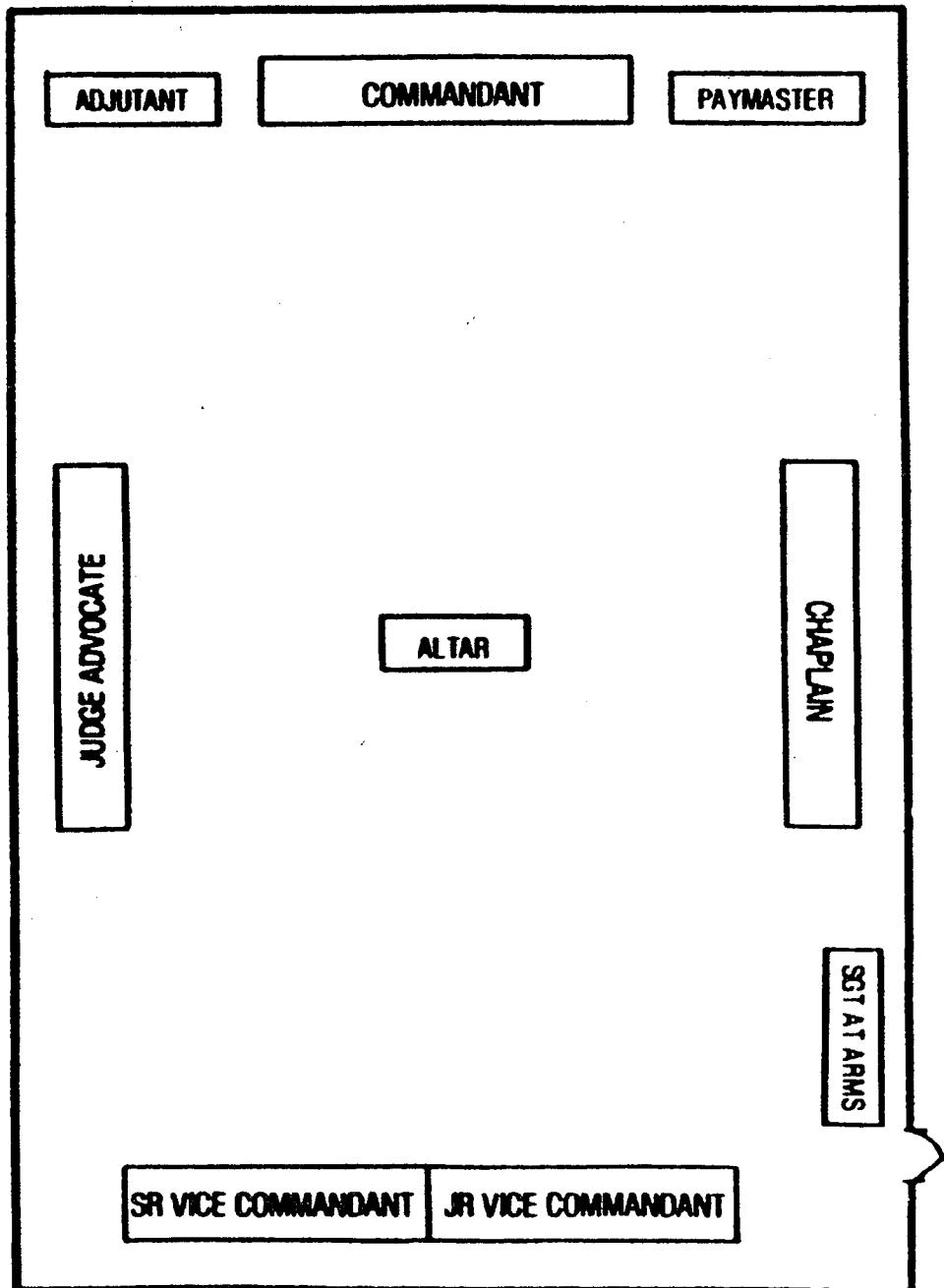
Revised—1993

Foreword

In revising the procedure for conducting meetings of Detachments, recognition has been given to the present day status of the League as a full fledged Veterans organization having national scope and dignity. It has also been recognized that some Detachments are comparatively small in membership and limited as to size and adaptability of quarters. Nevertheless, the Committee has felt that the importance of dignity of the various ceremonies of the League should not, to an unreasonable extent, be sacrificed to expediency. It is felt that, with the passage of time, acquaintance and knowledge of the various ceremonies will demonstrate the importance of dignity and solemnity of all official occasions conducted in the course of League business.

In the case of small Detachments, the ceremonies may be conducted by assigning more than one part to one individual, though this is not recommended. Also, quarters may be adapted according to local conditions, but so far as reasonably possible quarters should be arranged as illustrated by the following diagram. The Initiation ceremony may be abridged. It is felt that the applicant for membership should receive a favorable and lasting impression concerning the League at the beginning of his affiliation. Complete information concerning the League can be imparted in a Ritualistic Ceremony, in a very short period of time, if the entire Initiation Ceremony is used. Always remember that the world and the new member will never respect or value the League in any greater degree than the League respects and values itself.

Persons not members of the Marine Corps League may be permitted to witness all ritualistic ceremonies, but they shall be excluded from the meeting during the conduct of other official business.



Arrangement of Detachment Quarters

Detachment/Department quarters should be arranged in the manner shown by the diagram appearing on page 5. In some instances, this arrangement will necessarily need to be adapted to local conditions.

At all times when the Detachment/Department is in session, an open Bible should be displayed upon the Altar.

Opening Ceremony

It shall be the duty of the Sgt. at Arms to arrange the quarters, to place a Bible upon the altar; at the close of all occasions he shall return all equipment to its proper place. He shall also conduct the advance and retirement of the Colors. (Commandant may call for Marine Hymn at any point in the ceremony).

COMMANDANT: Sgt. at Arms, secure the quarters and satisfy yourself that all present are qualified to be present during the deliberations of this Detachment/Department or National session.

SGT AT ARMS: Aye, aye, sir.

SGT AT ARMS: The quarters are secured and all present are qualified to remain.

(If persons present are not qualified, the Sergeant at Arms will report accordingly. If an open meeting, visitors would be assumed to be qualified to remain. If prospective members are present they should be taken outside the meeting room until the point in the Order of Business where they will be called into the meeting to be initiated).

COMMANDANT: Sgt. at Arms, advance and post the Colors and lead us in the Pledge of Allegiance.

SGT AT ARMS: Aye, aye, sir.

(All persons wearing League hats will execute hand salute as Colors are advanced; those not covered will execute civilian salute (hand over heart). Before Colors are to be advanced, the Commandant shall give two raps of the gavel to call all present to standing position. One rap of gavel shall be signal to be seated).

COMMANDANT: The Chaplain will lead us in prayer.

CHAPLAIN: (Uncover) Supreme Commandant, we ask Thy blessing upon all here assembled. We pray for guidance in our deliberations, and that we may here exemplify the principles and purposes of our beloved Marine Corps League. We ask Thy protection and blessing for Marines who have died in the service of their Country, and for all our members, both past and present. Grant that the Marine Corps League may grow and prosper in the humane purposes and principles upon which it is founded. Amen.

(Commandant, by one rap of gavel, seats the Detachment/Department)

COMMANDANT: Sgt. at Arms, declare this meeting open for the transaction of official business.

SGT AT ARMS: By authority of the Commandant of...Detachment/Department of..., Marine Corps League, I declare this meeting open for Conduct of official business.

Presentation of Detachment/Department Charter (at an Open Public Meeting)

OPENING CEREMONY: (Page 6 of Ritual)

PRESIDING OFFICER: (Presiding Officer rises and inquires of the Organizing Officer) Before presenting you with your Charter, I wish to make certain inquiries. Are you prepared to or have you already elected Officers?

ORGANIZING OFFICER: Yes, Sir.

PRESIDING OFFICER: Will your Detachment/Department hold regular meetings (Detachment) preferably monthly and at a predetermined time and place? (Department) Hold an annual convention in accordance with the National Bylaws & Administrative Procedures and further hold at least three (3) quarterly staff meetings per year?

ORGANIZING OFFICER: Yes, Sir.

PRESIDING OFFICER: By the direction of and by the approval of our National Commandant..., I present to you this Charter and wish you every success in the continued growth of this Detachment/Department. (Read letter from National Commandant) (Detachment/Department Charter—read and present.)

PRESIDING OFFICER: I will now give you, your elected officers and members, additional instructions. This Charter shall be signed by each member who signed your charter application and then it should be framed. At all future meetings this Charter, the national Colors and a Bible must be displayed. You must elect a Commandant, Senior Vice Commandant, Junior Vice Commandant and a Judge Advocate. You should either elect or appoint a Chaplain, Sergeant at Arms, an Adjutant/Paymaster or an Adjutant and a Paymaster. Also such other officers as necessary. Future elections must be held annually (Detachment between October 1st and May 15th, Department between May 1st and July 15th).

The Detachment/Department officers and members should acquaint themselves with the Bylaws and Administrative Procedures of the Ma-

rine Corps League especially Detachment Article Five of the Bylaws and Chapters Six and Seven of the Administrative Procedures. (Department Article Four of the Bylaws and Chapters Five and Seven of the Administrative Procedures) (At this, all members present should be given the Oath of membership. If officers have already been elected, they may now be installed)

CLOSING CEREMONY: (Page 11 of the Ritual)

ORDER OF BUSINESS

1. Opening Ceremony
2. Roll call of Officers
3. Applications for membership.
4. Balloting on applications for membership. To be approved by a majority vote of those present and qualified to vote. Either voice vote or secret ballot may be used.
5. Ceremony of Initiation (full or abridged form depending on size of Detachment, time and circumstance).
NOTE: Items 3, 4 and 5 may be omitted if no new applicants are present or if no new applications for membership are presented.
6. Minutes of previous meeting
7. Correspondence
8. Report of Paymaster
9. Report of any member or member's family sick or in distress
10. Report of Officers
11. Report of Standing Committees
12. Report of Special Committees
13. Unfinished business
14. New Business
15. Ceremony of Installation of Officers (at proper time of year according to Bylaws and Administrative Procedures).
NOTE: Installation Meetings may be open to the public if desired. If so, it is recommended that all regular business be omitted by motion and meeting adjourned following ceremonies.
16. Good of League
17. Announcements
18. Closing Ceremony

NOTE: TO RECESS MEETING—Chaplain will close Bible. Sgt. at Arms will lead in a salute to the Colors and declare the meeting in recess.

TO REOPEN MEETING—Sgt. at Arms will lead in salute to the Colors. Chaplain will reopen the Bible. Sgt. at Arms will declare the meeting duly reopened for the conduct of Official Business.

CLOSING CEREMONY

COMMANDANT: There being no further business, we will proceed to close.

The Detachment/Department will stand silent in respect for our deceased members. (Commandant gives two raps of gavel. Chaplain, without orders, reads the names of deceased members).

COMMANDANT: Sgt. at Arms, retire the Colors.

SGT AT ARMS: Aye, aye, Sir. (All present covered, execute hand salute—others, civilian salute, as the Colors are retired)

COMMANDANT: The Chaplain will lead us in prayer.

CHAPLAIN: (Uncover) Supreme Commandant, we humbly beseech Thee to bless what good we have accomplished and forgive that which we have done amiss. As we separate to go our several ways, we commit ourselves to Thy loving care. Amen.

COMMANDANT: Senior Vice Commandant, perform the last duty of your post.

SENIOR VICE COMMANDANT: Marines, the...Detachment/Department thanks you for your attendance, and requests you secure new members and further that you favor us at every future meeting with your presence, so far as your circumstances will permit.

COMMANDANT: Sgt. at Arms, declare this meeting of the...Detachment/Department, Marine Corps League, officially closed.

SGT AT ARMS: By authority of the Commandant...Detachment/Department, Marine Corps League, I declare this meeting officially closed until...(date)....when it will be reopened for the transaction of official business.

COMMANDANT: (Gives one rap of gavel—meeting adjourned)

REGULAR MEMBERS— INITIATION CEREMONY

NOTE: The applicant for membership should receive full information concerning the Marine Corps League upon the occasion of admission to membership. Great care should be exercised to the end that dignity, importance and value of membership is impressed upon the applicant's mind. If an abridged ceremony is used, it is important that the content and meaning are not lost in the interests of brevity. With brief practice, you will find that using the entire ceremony is really not as lengthy as it would appear.

COMMANDANT: We are now prepared to instruct and obligate applicants for membership in the...Detachment, of the Marine Corps League. All present are requested to maintain a quiet and respectful decorum, refrain from smoking and such other conduct as may detract from the seriousness and solemnity of the occasion. Listen carefully and ponder well what you shall hear.

COMMANDANT: Sgt. at Arms, you will present such applicant(s) as may be seeking admission to membership in the Marine Corps League.

SGT AT ARMS: Aye, Aye, Sir. (Applicant(s) are formed in line before the Altar)

SGT AT ARMS: Sir Commandant, the following applicant(s) express a desire to be instructed in the principles of the League and to be obligated as member(s). Read name(s).

COMMANDANT: Marines, you are assembled to be obligated for membership in the...Detachment of the Marine Corps League. Here you will find Marines who have served or are serving in the United States Marine Corps, faithfully and well and are joined together by certain high principles and for worthy purposes, among which are: (a) to preserve the traditions and to promote the interests of the United States Marine Corps; (b) to band together those who are now serving in the United States Marine Corps and those who have been honorably discharged from that service, in fellowship that they may more effectively promote the ideals of American freedom and democracy; (c) to fit members for the

duties of citizenship and to encourage them to serve as ably as citizens as they have served the nation under arms; (d) to hold sacred the history and memory of men who gave their lives to the Nation; (e) to foster love for the principles which they have supported by blood and valor since the founding of the Republic; (f) to maintain true allegiance to American institutions; (g) to create a bond of comradeship between those in service and those who have returned to civil life; (h) to aid voluntarily and to render assistance to all Marines and former Marines and to their widows and orphans; (i) to perpetuate the history of the United States Marine Corps and by fitting acts to observe the anniversaries of historical occasions of particular interest to Marines.

You will be given instructions concerning these principles and purposes which you are to consider well before accepting the oath or membership in the Marine Corps League.

COMMANDANT: Sergeant at Arms, conduct the applicant(s) to the Senior Vice Commandant for instructions concerning the Emblem and Motto of the League. (If meeting room is not arranged to the diagram on page five, then the Commandant will simply call upon the various officers to step forward and give their charges and omit those parts pertaining to the Sgt. at Arms conducting them to various stations).

SGT AT ARMS: Aye, aye, Sir.

SGT AT ARMS: Senior Vice Commandant, I present the applicant(s) to you, Sir, for instructions concerning the Emblem and Motto of the League.

SENIOR VICE COMMANDANT: Be at ease. The Emblem of the League is the same Emblem you wore with justifiable pride during your service in the United States Marine Corps. It is composed of the Eagle atop the Globe and the entwined Anchor. "Semper Fidelis" is our motto.

The Eagle with wings spread over the Globe is the symbol of a proud nation, a nation of justice and freedom-loving people, from all quarters of the Globe; a Nation ever reluctant to make war, but ever ready to fight for the preservation of freedom, and if need be, the freedom of all oppressed peoples.

The Globe is the symbol of the field of service of a Marine in the active service of this Country. "Our Flag's unfurled to every breeze, from dawn to setting sun. We have fought in every clime and place, where we could take a gun." The Globe is as well the symbol of the places of origin of the people who compose our Nation, and the world-wide proof by our Country's history, that under a democratic government, men can have justice and be free.

The Anchor, entwined about the lines, is the symbol of the close association of the United States Marine Corps and the United States Navy, on whose men of war Marines have fought with skill and valor in every major naval engagement in the history of our Country. The Anchor is also a symbol of the steadfast faithfulness, even unto death, that our fellow Marines have always shown in defense of our Country and the principles and ideals for which it stands. "Semper Fidelis," our motto, means always faithful. A Marine loves his Country and is taught to regard the call of duty above every personal consideration. As you well know, having acquitted yourself honorably and faithfully as a Marine, a true Marine always faithfully discharges his duty even unto death. He feels a just pride in the accomplishments his predecessors have helped to build into the traditions of the Marine Corps and the Marine Corps League, and he is gratified and proud to proclaim to the world, "Once a Marine, Always a Marine."

SENIOR VICE COMMANDANT: Sgt. at Arms, you will conduct the applicant(s) to the Judge Advocate for further instructions concerning the purpose of the League.

SGT AT ARMS: Aye, aye Sir.

SGT AT ARMS: I present to you, Sir, the applicant(s) for further instructions concerning the purposes of the League.

JUDGE ADVOCATE: Be at ease. Though the United States Marine Corps has been in existence since November 10, 1775, it was not until 1923 that Marines discharged from active service banded together to preserve among themselves the associations and comradeship they had known while serving actively with the Corps. Increased membership and gradually crystallized objectives resulted in nationwide recog-

dition. In 1937, by Act of Congress, signed by the President of the United States, on August 4th, the Marine Corps League became a nationally recognized veterans' organization. You are about to become a member of that organization, and have the right to enjoy the association and mutual aid of your former comrades in arms, in this League which is the natural outgrowth of a proud fighting fraternity. In the years to come, let us trust that your zeal in the work of the League for the accomplishment of its purposes, and your personal conduct in your community, will increase the luster of an already great organization.

It will always remain our purpose to band together by new ties of comradeship all those who now bear, or have borne arms, in the Marine Corps, during their active military support of our beloved Country, to the end that the proud and fine traditions of the Corps may be upheld and preserved for those Marines who are to follow after us; to hold before the eyes of our countrymen the memory and sacrifice of those of our fellows who gave the last full measure of devotion; to make that sacrifice, if the need requires, as did those of our fellow Marines, who laid their lives on the Altar of their Country, to the end that this Nation may continue as the beacon light of justice and freedom for self-governing men, among the peoples of the world.

Though devoted to high ideals and purposes, the League does not neglect the current needs of its members and their families. Mutual consideration and assistance are essential requirements. Recently discharged Marines must be assisted in making adjustments upon their return to civil life, and given encouragement to serve their community and their Country as faithfully as they did while under arms. As they were the choicest of the choice in their service to their Country, so should they be the most respected leaders in their community. The widows and children of deceased Marines must be protected and counseled, nor may they be allowed to suffer for want of the necessities of life. Had it been your lot to die in the field of battle, in full knowledge that your death was for your Country, could you have had a more comforting thought than that the comrades who survived you would comfort, aid and protect those dear to you?

Ponder well then these things which become your duties as a member of the League. Such obligations should not be lightly assumed, for once accepted, no honorable person can ever forget, or neglect them.

JUDGE ADVOCATE: Sgt. at Arms, you will conduct the applicant(s) to the Altar, for further instructions.

SGT AT ARMS: Aye, aye, Sir.

SGT AT ARMS: Sir Commandant, I present the applicant(s) to you for further instruction.

COMMANDANT: You have received instructions concerning the emblem and motto of the Marine Corps League, and instructions concerning our principles and purposes. Let me assure you that the oath you are about to take can in no way conflict with any political or religious views you may entertain. Let me further assure you that in the meetings of the League, there is permitted no political or sectarian debate. We stand united by a common love of Country, a consciousness of having faithfully served her in the same brotherhood of fighting men, and a sincere determination to continue that service by pursuit and practice of the purposes for which we are organized. In view of these instructions and assurances, upon careful consideration, are you willing to accept the oath of membership in the Marine Corps League? If so, answer, I am.

COMMANDANT: (Raps members to standing position) Kindly raise your right hand and using your name where I use mine, repeat after me:

OATH OF MEMBERSHIP: I,...in the presence of Almighty God,...and the members of the Marine Corps League...here assembled,...being fully aware...of the symbols...motto, principles and purposes...of the Marine Corps League...do solemnly swear...that I will uphold and defend...the Constitution and laws...of the United States of America...and of the Marine Corps League...I will never knowingly wrong...deceive or defraud...the League...to the value of anything...I will never knowingly wrong or injure...or permit any member...or any member's family...to be wronged or injured...if to prevent the same...is within my power...I will never propose for membership...one known to me...to be unqualified...or unworthy...to become a member...of the League...I further promise...to govern my conduct...in the League's affairs...and in my personal life...in a manner becoming...a decent and honorable person...and will never knowingly...bring discredit...to the League...so help me, God.

COMMANDANT: Chaplain, will you address the Almighty in prayer on behalf of these new members?

CHAPLAIN: (Uncover) Almighty God, we ask Thy blessing on these who have become members of the Marine Corps League, and upon the League itself, and upon those who are already members. Grant unto our beloved Country and to all nations, the desire and determination to follow Thy admonition concerning peace, justice and brotherly love among men. Grant that the nations shall forsake war and that the time may come when the fundamental law of Thy Ten Commandments shall govern the relations between all people and all nations. Grant that our people may come to know the religious way, and knowing, steadfastly do the right, to the end, that love and understanding, righteousness and peace, shall always be ours. May it be that never again shall our Nation have war, but if war must come, grant that our cause be a just one, and that we may possess the fortitude to fight with the valor and distinction shown by our fellow Marines in times past.

Let none of us rise up in pride to think we are better than our fellows. Keep our League steadfast on its course and grant that its members may be ever mindful of the true meaning of our motto, "Semper Fidelis" by being "Always Faithful" to Thee, to our country, to our League and to our fellow members, thus enriching the world because of our part in it. Amen.

COMMANDANT: Marines, as Commandant of the...I welcome you and declare that you now possess all the privileges, rights and responsibilities as a member of the league.

COMMANDANT: Fellow Marines, I introduce you to (read names of new members). I declare a recess of...minutes that you may personally meet and welcome them to our Detachment.

Associate Members Initiations Ceremony

COMMANDANT: We are now prepared to obligate applicant(s) for associate membership in the...Detachment of the Marine Corps League. All present are requested to maintain a quiet and respectful decorum, refrain from smoking and such other conduct as may detract from the seriousness and solemnity of the occasion. Listen carefully and ponder well what you shall hear.

COMMANDANT: Sgt. at Arms, you will present such applicant(s) as may be seeking admission as an associate member in the Marine Corps League.

SGT AT ARMS: Aye, aye, Sir. (Applicant(s) are formed in a line before the Alter)

SGT AT ARMS: Sir Commandant, the following applicant(s) express a desire to be obligated as associate member(s). (Read names)

COMMANDANT: Applicant(s), you are assembled to be obligated as associate member(s) in the...Detachment of the Marine Corps League. Let me assure you that the oath you are about to take can in no way conflict with any political or religious views you may entertain. Let me further assure you that in the meetings of the League, there is not permitted any political or sectarian debate. The members of the Marine Corps League stand united by a common love of country and a consciousness that we have faithfully served her. And a sincere determination to continue that service by pursuit and practice of the purpose for which we were organized. After careful consideration, are you willing to accept the oath of associate member in the Marine Corps League? If so answer, I AM.

COMMANDANT: (Raps members to standing position) Kindly raise your right hand and using your name where I use mine, repeat after me:

Oath of Membership Associate Members

I,...,in the presence of Almighty God,...and the members of the Marine Corps League...here assembled,...being fully aware...that as an Associate Member...I will not be permitted...to hold an elective office...or to vote on...Marine Corps League policy...a membership application,...or an election of officers...I do solemnly swear...that I will uphold and defend...the Constitution and laws...of the United States of America...and of the Marine Corps League...I will never knowingly wrong...deceive,...or defraud the League...to the value of anything...I will never knowingly wrong or injure...or permit any member,...or any member's family...to be wronged or injured,...if to prevent the same...is within my power...I further promise...to govern my conduct...in the League's affairs...and in my personal life...in a manner becoming...a decent and honorable person...and will never knowingly...bring discredit to the League...So help me God.

COMMANDANT: Chaplain, lead us in prayer.

CHAPLAIN: (Uncover) Almighty God, we ask Thy blessings on these who have become associate members of the Marine Corps League, and upon the League itself, and upon those who are already members. Grant unto our beloved Country and to all nations, the desire and determination to follow Thy admonition concerning peace, justice and brotherly love among men. Grant that the nations shall forsake war and that the time may soon come when the fundamental law of Thy Ten Commandments shall govern the relations between all men and all nations. Grant that our people may come to know the righteous way, and knowing, steadfastly do the right to the end that love and understanding, righteousness and peace, shall always be ours. May it be that never again shall our Nation have war, but if war must come, grant that our cause be a just one.

Let none of us rise up in pride to think we are better than our fellows. Keep our League steadfast on its course and grant that its members may be mindful of the true meaning of our motto, "SEMPER FIDELIS" by being "ALWAYS FAITHFUL" to Thee, to our Country, to our League, to our members, thus enriching the world because of our part in it. Amen.

COMMANDANT: Associate Members, as Commandant of the...Detachment of the Marine Corps League, I welcome you and declare that you now possess all the privileges, rights and responsibilities of an associate member of the League.

COMMANDANT: Members, I introduce you (read names of new associate members). I declare a recess of...minutes that you may personally welcome them to our Detachment.

Ritual of Installation

The Installing Officer rises and inquires of Detachment (Department or National) Commandant.*

INSTALLING OFFICER: Before installing the newly elected Officers (and/or appointed Officers) of the...Detachment (Dept of...: the National Board of Trustees) I wish to make certain inquiries. Have you the Charter of the...Detachment (Department or Marine Corps League) in its proper place?

COMMANDANT: We have, Sir.

INSTALLING OFFICER: Have the dues of the newly elected Officers been paid and have the annual dues for each of them been forwarded to the proper offices?

COMMANDANT: They have, Sir.

INSTALLING OFFICER: Have each of the incoming Officers been duly and properly elected?

COMMANDANT: They have, Sir.

INSTALLING OFFICER: Sgt. at Arms, you will report. (The Sgt. at Arms, reports, salutes and says)

SGT AT ARMS: Installing Officer, Sir, the Sgt. at Arms reports.

INSTALLING OFFICER: You will present the newly elected officers (and/or appointed officers) for installation.

SGT AT ARMS: Aye, aye, Sir.

*In case of an Installing Officer or Commandant being a female—should be addressed as MADAM or MADAM COMMANDANT, as appropriate.

(The Sgt. at Arms forms the newly elected officers before the Altar with the Commandant-elect in the center with other Officers evenly divided on either side and reports).

SGT AT ARMS: Installing Officer, sir, I present to you, the newly elected Officers of the...Detachment (Dept. of...) or National Board of Trustees), who desire to be qualified, obligated and installed into office.

INSTALLING OFFICER: Newly elected Officers, you have been chosen by your fellows Marines to lead them during the coming year. By their vote, your fellow Marines have indicated their faith and trust in your zeal, ability and integrity and their belief that you will by earnest, honest and faithful discharge of your various duties and responsibilities vindicate their faith and trust. You should at once acquaint yourself with the laws of the Marine Corps League, the Department and Detachment. In addition, you should acquire a complete working knowledge of the requirements of your particular office. Keep ever in mind the purposes of the League, so conducting yourself as to exemplify those purposes in everything you do in your official capacity. Especially be vigilant to respect and honor your deceased brothers in arms and to assist and protect your fellow Marines and their families. Never neglect an opportunity to advance the interests and welfare of the League and your Detachment. When your tour of duty has been completed, may it with justice be said that you helped to win the respect of the public for the League and your Detachment (Department or National Board of Trustees) and the admiration and gratitude of your fellow Marines.

The Oath you are about to take cannot, in any way, conflict with any political or religious views you may entertain. In view of this assurance and considering what you have heretofore heard, are you willing to accept the oath of office? If so answer—I am.

INSTALLING OFFICER: (Raps gavel twice, to call all to a standing position) You will raise your right hand and repeat after me, using your own name where I use mine.

OATH, I,...do solemnly swear or affirm...that I will bear true allegiance...to the United States of America...and to the Marine Corps League...That I will enforce and uphold...and will myself obey...the laws of the League...I shall ever bear in mind...the purposes, for which...and the principles upon which...the Marine Corps League...and the...Detachment (Department or League)...were founded...I will subordinate myself...to the best interests...of my fellow Marines...and the

Marine Corps League...and will...never personally benefit...at the expense of the League...or my Detachment (Department of League)...in the slightest degree...At the termination...of my tour of duty...I will surrender my office...to my duly elected...or appointed successor...accounting for any property...that may have been entrusted...to my care or custody...All this I solemnly swear or affirm...so help me, God.

INSTALLING OFFICER: Thank you, you may lower your hands. Sgt. at Arms, you will escort the officers, with the exception of the Commandant, to their posts (Seats) (Raps gavel once, to seat members)

INSTALLING OFFICER: Commandant, Sir, upon you reposes the highest and most important responsibility that can rest upon any officer of the Marine Corps League.* (The Detachment is the most important unit in the League, for it is composed of the membership, which is the very heart of the League. Without the Detachment, the other units of the League would have no reason for existence. The life and growth of the League begins in the Detachment.)

*To be used only in a Detachment installation—when installing Department and National Officers omit all words in parentheses.

Yours is a primary and compelling responsibility indeed.

Hold constantly before the eyes of your fellow Marines the great principles for which the League strives. Lead and govern fairly and impartially. Strike quickly to prevent political, sectarian or other improper debate, in your meetings. Strive to promote harmonious interest and effort among your fellow Marines.

Be alert in supervising the work of your officers. Require them to constantly bear in mind the obligation of their oath. Nevertheless, exercise a kindly attitude in all you say and do. Be quick to praise and cautious to admonish. To you is given the opportunity of so administering the affairs of the Detachment (substitute Department or League as appropriate) that it can and will improve in interest, work and growth.

Call upon your Staff of Officers for assistance and advice and with their help formulate a progressive program for your term of office.

Do not accept your office lightly, conduct yourself with the determination that the end of your tour of duty will mark a task well done. I congratulate you, Commandant, Sir.

INSTALLING OFFICER: Sgt. at Arms, you will escort the Commandant to this post.

INSTALLING OFFICER: Fellow Marines, I present to you the Officers you have chosen. I congratulate you on your selections and venture the opinion that they have been well made. Allow me to admonish you that you cannot now stand aside and expect your officers to guide the destinies of this Detachment (Department or League, as appropriate) or to ensure its growth, success and welfare. It is your duty to assist them in every way possible and to discharge your assignments cheerfully and well. Help your officers make this Detachment (Dept. or League) an organization which the Marine Corps League and your community will respect and honor.

INSTALLING OFFICER: Sgt. at Arms, proclaim the officers of the...Detachment/Department of..., Marine Corps League, to be duly installed into office.

SGT AT ARMS: By direction and authority of the Installing Officer, I proclaim the officers of the...Detachment/Department of..., Marine Corps League, duly installed into office.

CHAPLAIN: (Uncover) Heavenly Father, Supreme Commandant, we beseech Thee to bless these newly installed officers of the Marine Corps League, so they may serve with as much benefit and credit to themselves as they have already served as United States Marines in our beloved Corps. Grant, O Heavenly Father, that their guidance in our deliberations prove beneficial for a prosperous term of office. Make us, each one of us, ever mindful of our motto "Semper Fidelis" and may our whole aim be—Thy will be done. Amen.

INSTALLING OFFICER: Again, my congratulations to you. (As you say this shake his right hand and as you continue speaking, hand him the gavel from your left hand to his). I present to you, Sir Commandant, this gavel as an emblem of your authority and responsibility. I trust you will always use it discreetly and wisely.

(At this time if desired, the following Change of Command Ceremony may be performed)

INSTALLING OFFICER: Jr. Past Commandant, you may now perform the last duty of your post.

JR. PAST COMMANDANT: Sgt. at Arms, center the colors. All rise, please.

SGT AT ARMS: Aye, aye, Sir.

(At this time, the Commandant-elect and the Jr. Past Commandant march to the center and in front of the podium).

When the League Colors are brought forward by the Sgt. at Arms, both Commandants salute the colors and remain facing the colors. The Sgt. at Arms steps to the front of the Jr. Past Commandant and presents him the colors. The Sgt. at Arms then gives a hand salute and steps back. The Commandants face each other, and then the Jr. Past Commandant presents the colors to the Commandant-elect. Both Commandants then face to the front, and the Sgt. at Arms gives a hand salute, and the colors are given back to him by the Commandant-elect.

SGT AT ARMS: Aye, aye, Sir.

Upon this command, both Commandants return to their posts, and the Commandant-elect conducts the rest of the meeting.

COMMANDANT-ELECT: You may be seated. The ceremony is completed.

Brief Order for Deceased Marines

COMMANDANT: Marines of the...Detachment, we are met in this place to pay honor and respect to one who has answered the final call on this earth.

CHAPLAIN: (Uncover)...Almighty God, Supreme Father of all, we come to Thee in this solemn hour with a realization of our utter helplessness. We are brought face to face with the inevitable fact of death. God of the Universe be with us now, Help of the helpless. Giver of eternal peace, Consoler of the disconsolate, take into Thine arms the soul of our departed brother (sister) and mend the wounds of his (her) bereaved family. Surround them with Thy loving kindness, give to their troubled hearts that peace and comfort which only Thou canst give. Amen.

COMMANDANT: We recognize that all people are God's children and that his power and authority extends beyond man's universe. We know that our ways are not always His ways, and that by reason of the frailty of human kind, we frequently depart from His way. It is not always given to us to understand His purpose and we often see as through a glass darkly. Often we do not subordinate ourselves to divine power and teachings; nevertheless, from time to time, occasions like this bring us to a clearer understanding of our dependence upon God, and the futility of existence without Him.

He has seen fit to call our brother (sister) Marine to his (her) final reward at this time. Why it should be now rather than later we cannot understand. We must bow in submission to the divine will and learn to say with a humble and contrite spirit "Thy will be done." As a symbol of the comradeship which grew from our common service for our Nation he (she) loved so well, we place this Marine insignia of the Globe and Entwined Anchor upon his (her) breast. We shall ever cherish with a memory that is lasting, until we, along with him (her), take our places in the silent halls of death.

CHAPLAIN: (Uncover) Twenty-third Psalm

The Lord is my shepherd, I shall not want. He maketh me to lie down in green pastures; He leadeth me beside the still waters; He restoreth my soul; He leadeth me in the paths of righteousness for His Name's

sake. Yea, though I walk through the valley of the shadow of death, I will fear no evil, for Thou art with me; Thy rod and Thy staff they comfort me. Thou anointest my head with oil; my cup runneth over. Surely goodness and mercy shall follow me all the days of my life, and I will dwell in the house of the Lord forever.

COMMANDANT: Fellow members of the...Detachment and all those of you within the sound of my voice, think deeply and well concerning the things which you have heard. Give heed unto the promises and assurances of the Heavenly Father. Let them not be to you words without meaning. Ponder the inevitable fact that you surely will, and may soon be, called to your reward. Let the devotion of our departed brother (sister) Marine serve as an example to you in your association with your comrades, and your fellowmen. As he (she) enters the Great Unknown may you resolve to so govern your life that you may, and I am sure our departed friend will, hear from the Heavenly Father these words of commendation, "Well done thou good and faithful servant, enter into the joys of thy Lord." Hear once more the consoling words of our Chaplain.

CHAPLAIN: (Uncover) Once more, O God, we come to Thee in prayer for our departed friend and brother (sister) Marine, and once more we beseech Thee to receive his (her) soul into the joys of Thy Kingdom. Bowed down with grief and a sense of the futility of human existence apart from Thee, we are not always able to understand Thy divine purposes. It has pleased Thee to take from us our departed friend and to leave his (her) loved ones without his (her) loving companionship; nevertheless, help us to say with resignation and faith, "Thy will be done." Wilt Thou giveth strength and courage to complete the life we have yet to live, to fight the good fight with strength, courage, and with a faith that through Thy grace, in Thine own good time we shall stand in the light of Thy love, face to face with Thee, when Thou shalt make all things known unto us? Grant us to know the right and to do the right. Bring to the hearts of the bereaved ones the peace and comfort which passeth all understanding. Guide them and direct them in all their days, enable them to understand and to believe that this is not goodbye, and that yet a little while they may reunite with him (her) who has gone before, in happiness and peace, forever. As we depart to go our separate ways, continue to

watch over us, and if it be Thy will that the time of our departure is delayed a while, may we be granted the strength and courage to face the coming days with fortitude. And now to Him who hath given, and Who taketh away, we give honor, power and glory. Amen.

The Chaplain shall lead in the Lord's Prayer which shall be prayed in unison.

(*) Our Father, Who art in Heaven, Hallowed by Thy name. Thy Kingdom come, Thy will be done, On earth as it is in Heaven. Give us this day our daily bread, and forgive us our debts as we forgive our debtors. And lead us not into temptation, but deliver us from evil; () For thine is the kingdom and the power, and the glory, forever and ever. Amen.**

(*Omit if Jewish; and **include if Protestant)

CHAPLAIN: Benediction

The Lord bless thee and keep thee. The Lord make his face to shine upon thee, and be gracious unto thee. The Lord lift up His countenance upon thee, and give thee peace. Amen and Amen.

COMMANDANT: Marines, please join me in rendering Honors to our departed Marine. Hand Salute...

Two (*Commandant and Marines file past deceased member and depart*).

At the Grave

COMMANDANT: Brothers in Arms, and friends, we have come to the place of final rest of our departed brother Marine. He (she) is not here unless it be in spirit. His (her) earthly body, the house in which he (she) lived, is all that is left to us. From the earth it came, to the earth we return it. It is a common end to which we all must come. With him (her) the golden bowl is broken, the silver string is loosed. He (she) is no longer fettered with an earthly body. His (her) soul can soar through the infinite space of God's universe. O, Death, where is thy sting? O, Grave, where is thy victory? And now, dear friend, farewell on earth. God grant we meet again in our Celestial home.

CHAPLAIN: (Uncover)...Our Heavenly Father and Supreme Commandant, be Thou with us as we go our several ways. Keep our feet firmly on the path of righteousness. Protect and comfort the widow (widower) and children* of our departed friend, and finally, when our tour of duty ends on this earth, receive us unto Thyself. Amen.

*Note: If no widow or children, the mother, father.

At this time, the Honor Guard will fold the American Flag which has been draped over the casket. They will then hand it over to the Commandant who will present it to the appropriate family member.

COMMANDANT: On behalf of the President of the United States of America, a grateful nation, we, the members of the...Detachment Marine Corps League, wish to present to you this humble token of remembrance for services rendered by...(name of deceased).

Code for Funeral Assistance

1. When not contrary to orders and regulations, the extent that the Marine Corps League participates in a funeral depends on the expressed wishes of the family of the deceased.
2. The Chaplain and/or the Commandant will confer with the clergy and funeral director as to the time and place of the viewing and services. They will notify the Ceremonial Officer.
3. The Commandant will designate the Uniform of the Day to the Ceremonial Officer.
4. The Ceremonial Officer will contact the members of the Color Guard Unit and provide a squad to participate in the funeral.
5. The following are the prescribed types of military funerals:
 - Class A: 1. Escort at the Funeral Home
 2. Pallbearers (Honor Guard)
 3. Color Guard
 4. Chaplain
 5. Firing Squad
 6. Bugler

Class B: Same as Class A but no pallbearers

Class C: 1. Escort at Funeral Home

Memorial Day Service for Marines

(If conducted indoors, the service should be considered the same as being conducted in a religious setting, therefore, as is the custom, male Marines will remain uncovered during the entire service).

COMMANDANT: Sergeant at Arms, advance the Colors. (As the Colors advance the audience is called to a standing position. The usual form for advancing the Colors is used, or adaptation may be made to suit the exigencies of the occasion).

COMMANDANT: The Chaplain will give the Invocation (or the Reverend..., Rabbi..., or Father..., if a clergyman or priest is participating).

CHAPLAIN: (A clergy man or priest may give his own prayer, but the Chaplain shall use the following prayer). (Uncover)...

“Our Father Who art in Heaven, we ask Thy blessings upon those assembled here, and upon those of our departed Marines who have preceded us in death. Especially, Heavenly Father, we beseech Thee in behalf of those who died in battle with none of their dear ones to comfort them, and with little opportunity to prepare to report before Thy judgment throne. For all of our fellow Marines who faithfully served our Country, and who sacrificed and bled that our people might have freedom, justice, and the right to worship Thee in their own way, we pray for Thy tender care and the everlasting hope that some day we may be reunited at Thy feet, in peace, forever. Grant that Thy children may come to know the way of peace, and that war and all its attendant evils will no more demand the sacrifice of the flower of human kind. Thou hast said unto us, “Greater love hath no man, that he lay down his life for his friend.” Reward those of our Marines who have made sacrifice of their life, a way possible only with Thee, for we know Thy ways are just.”

(*Omit if Jewish, **include if Protestant)

**Our Father, Who art in Heaven, Hallowed by Thy Name. Thy Kingdom come, Thy will be done, On earth as it is in Heaven. Give us this day our daily bread, and forgive us our debts, as we forgive our debtors. *And lead us not into temptation, but deliver us from evil; for Thine is the kingdom, and the power, and the glory, forever and ever. Amen.*

COMMANDANT: *(At the conclusion of the Prayer, the Commandant shall cause the audience to be seated)*

(At this point a vocal solo may be used, or a quartette or choir should be heard)

COMMANDANT: *(If an orator is to be used for a principal address, his address may be given at this time. The Commandant shall introduce him in appropriate language. If no orator has been engaged, the following address may be used. It may be given by the Commandant, or someone selected by him).*

Memorial Day, with its sad and sacred memories, has come again. This day has been consecrated to our departed Marines and dedicated to patriots. It gives us an appropriate occasion to dedicate and reconsecrate ourselves to the preservation of the fruits of their victories, and the sacred heritage which was purchased by their valor and sealed with their blood.

It is right and salutary that those who did sacrifice and die, or who did sacrifice and have since died, should be remembered and honored for the invaluable service they rendered their Country and humanity. Let the graves of the dead be strewn with flowers and wreaths of laurel, and the memory of their noble deeds be revived again in oratory and song.

The impulse which inspired us to set aside this day for remembrance of our departed Marines sprang from the grieving hearts of their loved ones, and of all America. We cannot forget. The generations to follow us will not forget. Our expressions of love and sorrow will become an expression of gratitude and an acknowledgment of an incalculable debt, down countless generations of Americans.

We recall the glorious aspirations and hopes that filled their souls in times that demanded willingness to lay down one's life for his country, times filled with the spirit of freedom, patriotism, and devotion. Now, on this occasion, we re-kindle the fires of patriotism, freedom and lib-

erty, and again renew the vows of loyalty to the accomplishments that our noble dead have made in past years. Those pledges they paid with their lives. Glorious are the dead who died for liberty. Blessed are those whose blood was shed for the welfare of their fellowmen and their country.

They lived, felt dawn, saw sunset glow, loved and were loved. Now they are at peace. It is our prayer that they may have peace forevermore. They are at peace, for in the roar of conflict, they found the serenity of death. Their memories will fill our land like a benediction.

It is for us, the living, to establish a society that will ban war, and permanently retain the freedom, and equal rights of all men, and of all nations. We must see to it that these honored dead shall not have died in vain. In the days that lie ahead and of the generations to come after us, we must, if we value freedom, justice, liberty; if we love our homes, if we believe that our Country stands as a living vindication of popular government, prove our beliefs and our patriotism in the days of trial. (At this point special music may again be used) A national or patriotic hymn is suggested.

CHAPLAIN: (*Uncover*)

He has sounded forth the trumpet that shall never call retreat;
He is sifting out the hearts of men before His judgment seat.
Oh! be swift, my soul to answer him! by jubilant my feet;
Our God is marching on.

CHAPLAIN: Once more we turn to Thee, God of Hosts, in supplication for those Marines who have answered the last call. Give unto them we pray, Thy peace that passeth all understanding, and may their reward be that of the good and faithful servant. For ourselves, we pray that until the next memorial occasion comes again, we shall be guided in the cause of freedom, liberty, and justice, so dearly won, by the sacrifices of our honored dead. May the generations yet to march down the corridor of the centuries to take our places, preserve the ideals, and revere the memories of these heroic dead. Amen.

CHAPLAIN: Benediction

The Lord bless thee and keep thee. The Lord make His face to shine upon thee, and be gracious unto thee. The Lord lift up His countenance upon thee, and give thee peace.
Amen and Amen.

The prescribed uniform will be worn by all participants in the ceremony and the regular evening dress uniform may be used if the formal dress requirements cannot be met.

THE MARINE'S HYMN

From the halls of Montezuma,
To the shores of Tripoli,
We fight our country's battles
In the air, on land and sea.
First to fight for right and freedom
And to keep our honor clean;
We are proud to claim the title of
UNITED STATES MARINE

Our flag's unfurled to every breeze
From dawn to setting sun;
We have fought in every clime and place
Where we could take a gun;
In the snow of far off northern lands
And in sunny tropic scenes,
You will find us always on the job—
THE UNITED STATES MARINES.

Here's health to you and to our corps
Which we are proud to serve;
In many a strife we've fought for life
And never lost our nerve;
If the Army and the Navy
Ever look on heaven's scenes.
They will find the streets are guarded by
UNITED STATES MARINES.