

GUIDE FOR INTRODUCTIONS

DeMolay in Washington

(in order of introduction)

This is the approved order of introduction at Chapter Installations, Meetings and large Events. There are two levels of introductions: first- DeMolay dignitaries and second- other Masonic Family dignitaries. Introductions are made in order from Jurisdiction, Region, Chapter, and then Masonic Family. Introductions at each level are made youth first, adults second. Remember that this is DeMolay Protocol, not other organizations protocol. You are to follow our DeMolay Protocol at all DeMolay events. Reminder - **Individuals should be introduced only ONCE. If an individual has several titles, introduce the guest at their senior (highest) office and incorporate the other titles in at that time.**

DeMolay Introductions:

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| 1. State Master Councilor for DeMolay in Washington | A to E by MC |
| 2. State Senior Councilor / State Junior Councilor / State Scribe
for DeMolay in Washington | Altar |
| 3. Executive Officer for DeMolay in Washington | A to E by MC |
| 4. Members of ISC (Active, Deputy, Honorary, Emeritus) | Seat |
| 5. Your Region Master Councilor | A to E by Mar |
| 6. Your Region Deputy | A to E by Mar |
| 7. Visiting Region Master Councilors & State Chapter Officers | Seat |
| 8. Visiting Region Deputies & State Directors | Seat |
| 9. Visiting Chapter Master Councilors (<i>not previously introduced</i>) | Seat |

Masonic Family Introductions

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| 10. Grand Master of WA Freemasons (or his Representative) | A to E by MC |
| 11. SGIG for Scottish Rite Orient of Washington and Shrine Potentates | East |
| 12. Grand Worthy Advisor, Grand Bethel Honored Queen, and
Miss Washington Job's Daughter | East |
| 13. Rainbow Supreme Deputy and Job's Daughters Grand Guardian | East |
| 14. <u>Presiding Elected State</u> Officers of Amaranth, Eastern Star,
Royal Arch, etc. | East |
| 15. Dignitary from Your Sponsoring Body (WM or Officer) | Seat |
| 16. Worthy Advisors and Honored Queens | Seat |
| 17. <u>Presiding Elected local</u> Officers of Masonic Lodges, Amaranth,
Eastern Star, Scottish Rite, Royal Arch, etc. | Seat |

A to E by MC: Guest is escorted to Altar by Marshal. MC gives three raps of gavel while guest is escorted. Marshal "presents" guest to MC. MC goes to Altar and escorts guest to East via North side. MC introduces guest to audience. MC hands gavel to the guest to seat audience.

A to E by Mar: Same as above except after Marshal "presents" guest to MC, MC says "Brother Marshal, please escort him to the East". Marshal then escorts the guest to the East via North side. MC introduces guest to audience. MC hands gavel to the guest to seat audience.

East: Marshal escorts guest directly to the East: Males via North side; Females via South side. Marshal waits in NE Corner of Chapter room while MC introduces guest(s) to audience. MC says "Brother Marshal, please escort them back to their seats."

Altar: Marshal escorts guest directly to the Altar. MC introduces guests to audience. MC asks Marshal to re-conduct them their seats.

Seat: Dignitary is asked to rise at his/her seat. MC introduces the dignitary, leads in applause, and then gives one rap to seat the dignitary.

Good of the Order or Remarks

This is at the end of your meeting, installation, or formal event where you will ask your guests to bring greetings on behalf of their group and/or make remarks. This is 100% a courtesy and your choice as the leader who you want to speak. Here is the recommend method.

1. Start with asking for remarks from the floor. Wait until someone stands to be recognized and then call on them to speak. If no one stands move on. Also don't let this get carried away. If you have a ton of people attending and the event is going late, you can always call on specific people (i.e. a Special Guest, a visiting MC, Chairman of Advisory Council, and/or Dad Advisor).
2. Ask for remarks from those sitting in the East. They know its coming, so each should be prepared to speak.

Start with Local, then Region, then State.

Call on Adults first, then the Youth Leaders.

For example your Region Master Councilor, Deputy and the SMC are all in the East - ask the Region Deputy to speak first, then the Region Master Councilor, then the State Master Councilor is last. If the Grand Master is present he is always the last to speak.

3. Finally, your remarks. As the presiding officer, you get the last word. Be sure to thank everyone for attending, make any announcements of upcoming events, and leave them with a message of something important to you.