



The Lodge Handbook

**Meetings, Ceremonies
and Services
of the
Loyal Order of Moose**

7-2011

THE STORY OF THE MOOSE

Ritual of the Loyal Order of Moose



*Originally adopted at the Convention of the
Supreme Lodge at Uniontown, Pennsylvania, 1908
and revised from time to time.*

*Issued by the Department of Ritual and Higher Degrees
as Authorized by the Supreme Council*

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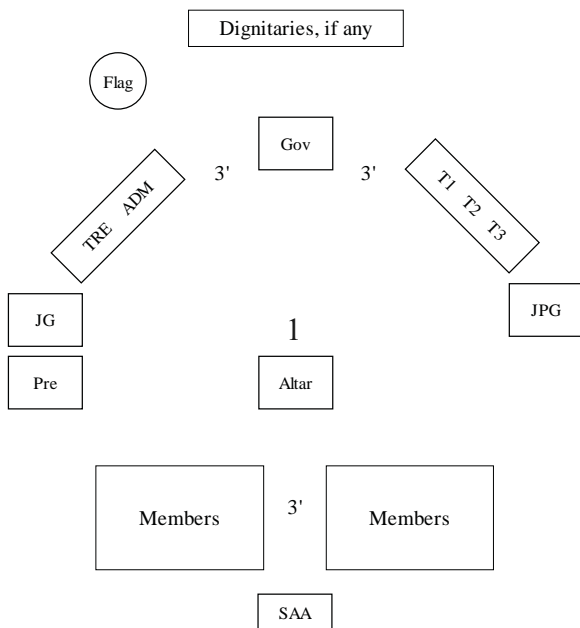


DIAGRAM NO. 1

LODGE MEETING

INSTRUCTIONS FOR PREPARING LODGE ROOM

LODGE PREPARATION: Prior to the Lodge meeting, the Sergeant-at-Arms should properly set up the Lodge room, placing stations, Altar, chairs, tables, and flags in their proper location, per Lodge Meeting Diagram 1 if no enrollment. If an enrollment is scheduled, room is to be set per Diagram 2.

The Sergeant-at-Arms should also properly place the chimes and gavel, and prepare the Altar and stations. The correct station cloth should be placed upon each station. If the Altar cloth has flags, they should be facing the Governor and Class.

The Bible should be elevated. If a regular Bible stand is used, it should be placed to face the Governor so open Bible faces Governor's station.

If the family members are to be invited into the meeting for the enrollment ceremony, chairs to accommodate them should be set up prior to the meeting, and should be spaced to allow comfortable seating in the designated area, position 12 (of the enrollment ceremony diagram 2).

GENERAL INSTRUCTIONS FOR LODGE MEETING

All persons, except candidates present for enrollment and qualified family members in attendance at an Enrollment ceremony, will show their official good standing membership card to the Inner Guard upon entry into the Lodge room. The Inner Guard may designate an assistant to check cards of all who have previously entered. Any questions should be reported to the Governor. If a class is to be enrolled, candidates will be seated in position 11 and the Ritual Staff will be seated as directed.

OPENING: The Governor shall call the Lodge to order promptly at the appointed hour if a quorum of seven good standing members are present, even though no other officers are present. He shall fill vacancies in the stations by pro tempore appointments. If the Governor is absent, the Junior Governor shall call the Lodge to order. (See General Laws.)

MEMORIZATION: All officers, prior to their installation, shall commit to memory their parts in the opening and closing ceremonies. The Lodge should be opened and closed, and the enrollment ceremony conferred without the use of the printed ritual.

LODGE SESSION: The Governor may be seated during the business session of the Lodge, or when so instructed, but should stand when speaking or while being addressed. All remarks should be directed to the Governor, unless permission has been granted to address another Brother.

ADDRESSING OFFICERS: The officers of the Lodge should be addressed as "Brother" followed by name of their office, as "Brother Governor" or "Brother Administrator." All other members should be addressed as "Brother _____." A member desiring the floor will rise, wait to be recognized by the Governor, and address him as "Brother Governor." The Governor will further recognize the member by saying "Brother _____", whereupon the member will proceed. When the Governor calls for a report or gives individual instructions, the member being addressed will rise and proceed.

ORDER: When, in the opinion of the Governor, any member is guilty of disorderly conduct, he shall be denied the floor and may be reprimanded, fined, or both. If such conduct continues, the offending member may be removed by the Sergeant-at-Arms by order of the Governor. (See General Laws.)

ADJOURNMENT: No motion to adjourn shall be entertained by the Governor. The closing ceremony must be concluded in full.

ASSISTANT SERGEANT-AT-ARMS: When an Assistant Sergeant-at-Arms is needed for a Lodge meeting, he shall be seated at the door to the lodge room.

INNER & OUTER GUARD: Seated inside of entry door to Lodge meeting room. (If used by the Lodge)

PARAPHERNALIA: Altar and station cloths, officer emblems, and all other Lodge paraphernalia must be obtained from the Supreme Lodge Catalog Sales.

CHIMES: Every Lodge must have Nine O'clock Ceremony chimes to be operated by a predesignated officer or member as appointed by the Governor.

CEREMONY PICTURE: Every Lodge should have an official Nine O'clock Ceremony picture which must be placed on the wall or corner in the geographical direction of Mooseheart.

NINE O'CLOCK CEREMONIAL LIGHT: Every Lodge should be equipped with the official Star Transparency which must be on a separate switch and be located above the Altar. The Inner Guard will be in charge of operating the lighting during a Lodge Meeting. (If used by the Lodge)

VISITING BROTHERS: The Governor must satisfy himself that all visiting Brothers are entitled to remain if he allows them to be present at the meeting.

WEARING OF OFFICERS EMBLEMS: Officers may continue wearing them after the meeting, but shall deposit them for safe keeping in a predesignated place before leaving the building.

Officers are encouraged to wear their emblems of office at all special functions of the Lodge at which it is appropriate to do so.

OPENING CEREMONY

GOVERNOR (*gives one rap*): Under authority granted by the Supreme Lodge, _____ Lodge No. _____ of the Loyal Order of Moose will come to order. Officers will assume their respective stations. The inner door will be closed until otherwise directed. Brother Inner Guard (pauses while Inner Guard rises), are all present entitled to remain?

(Inner Guard faces the Governor; makes his report and is seated.)

INNER GUARD: Brother Governor, they are.

GOVERNOR: Brother Administrator, call the roll of officers.

(The Administrator rises to call the roll of officers. Each officer in attendance rises as his name is called, responds accordingly and remains standing. The Administrator will note any absences. The Governor will make pro-tempore appointments for any officer who is absent.)

ADMINISTRATOR: The roll has been called.

GOVERNOR: Brother Sergeant-at-Arms, you will now prepare the Altar and distribute the emblems of office. (*Governor gives one rap and seats all officers except the Sergeant-at-Arms.*)

(The Sergeant-at-Arms proceeds to Position 1, picks up the folded cover of the Altar Cloth and drapes the Altar. He then picks up the Bible with both hands, transfers it to his left hand, opens it with his right hand and, again using both hands, places it in the center of the Altar. He then takes a small step back and gestures toward the Bible as he speaks.)

SERGEANT-AT-ARMS: This is the Holy Bible, our inspiration and our guide.

(The Sergeant-at-Arms moves toward the Prelate's station. The Prelate rises. The Sergeant-at-Arms picks up the Prelate's emblem with both hands, takes a small step back and holds the emblem vertically.)

SERGEANT-AT-ARMS: This is the station of Purity.

PRELATE: We pledge to keep our hearts pure, our minds true and our bodies clean, so that we may learn to love and love to learn that which is good.

(The Sergeant-at-Arms steps forward and presents the emblem to the Prelate using both hands. He stands facing the Prelate until the Prelate has invested himself with his emblem. The Prelate remains standing.)

(The Sergeant-at-Arms moves to the Junior Governor's station. The Junior Governor rises. The Sergeant-at-Arms picks up the Junior Governor's emblem with both hands, takes a small step back and holds the emblem vertically.)

SERGEANT-AT-ARMS: This is the station of Aid.

JUNIOR GOVERNOR: We are bound together in a common brotherhood and we work for the common good – “One for All and All for One.”

(The Sergeant-at-Arms steps forward and presents the emblem to the Junior Governor using both hands. He stands facing the Junior Governor until the Junior Governor has invested himself with his emblem. The Junior Governor remains standing.)

(The Sergeant-at-Arms moves to the Past Governor's station. The Past Governor rises. The Sergeant-at-Arms picks up the Past Governor's emblem with both hands, takes a small step back and holds the emblem vertically.)

SERGEANT-AT-ARMS: This is the station of Wisdom.

PAST GOVERNOR: Get wisdom and get understanding; do not forget this. Wisdom is the principal thing; therefore, get wisdom, and with all that you receive, get understanding.

(The Sergeant-at-Arms steps forward and presents the emblem to the Past Governor using both hands. He stands facing the Past Governor until the Past Governor has invested himself with his emblem. The Past Governor remains standing.)

(The Sergeant-at-Arms moves to the Governor's station. When the Sergeant-at-Arms stops, the Governor and remaining officers rise in unison. The Sergeant-at-Arms picks up the Governor's emblem with both hands, takes a small step back and holds the emblem vertically.)

SERGEANT-AT-ARMS: This is the station of Progress.

GOVERNOR: Forward in the good, onward in the right.

(The Sergeant-at-Arms steps forward and presents the emblem to the Governor using both hands. He stands facing the Governor. As the Governor invests himself with his emblem, all remaining officers invest themselves and all remain standing.)

(The Sergeant-at-Arms returns to his chair and remains standing.)

GOVERNOR: *(Gives two raps)* Everyone will please rise.

GOVERNOR: The Prelate will deliver the opening prayer.

(The Prelate proceeds to Position 1.)

PRELATE: Let us fold our arms and bow our heads.

(The Prelate slowly raises his head and delivers the prayer.)

PRELATE: Almighty God, Creator of the universe and Father of all mankind, we give You thanks for our fraternal brotherhood and the great precepts it embodies. Keep us diligent and mindful of our commitments to You, our children, our senior members, our families and our communities. Give us a spirit of peace, harmony and progress as we carry out these precepts in our Lodge and in our lives. Remind us each day that the greatest good we can do is to serve You through service to our fellow man. Amen.

MEMBERS: Amen.

(The Prelate returns to his station and remains standing.)

GOVERNOR *(U.S. Lodges)*: I present the flag of our country *(turns to flag)*. Place your right hand over your heart and join with me in the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

“I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.”

GOVERNOR *(Canadian Lodges)*: I present the flag of our country *(turns to flag)*. Brothers, salute the flag and join me in the singing of “O, Canada.”

GOVERNOR: Brothers, what is the duty of every Moose member? You will repeat after me.

GOVERNOR: To uphold our fraternal obligations

MEMBERS: *(Repeat)*

GOVERNOR: To strengthen and maintain the Defending Circle

MEMBERS: *(Repeat)*

GOVERNOR: And in our daily lives and conduct

MEMBERS: *(Repeat)*

GOVERNOR: To exemplify Purity, Aid and Progress.

MEMBERS: *(Repeat)*

GOVERNOR: Brothers, form the Defending Circle by placing your left hand over your heart as a token of sincerity, place your right hand on the left shoulder of the Brother to your right as a token of friendship, and listen to the “Legend of the Locked Horns.”

(The officers and members form the Defending Circle about the Altar. Each member faces the Altar and positions hands as instructed. The Governor waits until the circle is formed and then advances to Position 8 through an opening created by the Sergeant-at-Arms. The Sergeant-at-Arms opens and then closes the circle after taking his place in front of the Governor's station. The Governor places his left hand over his heart, but does not raise his right hand.)

GOVERNOR: In the primeval wilds of the northland, two noble moose, leaders of their herds, met in deadly combat. Today, their locked antlers, a silent reminder of the futility of antagonism and conflict, lie bleaching on the plains.

We meet tonight as Brothers united in a common cause. Let the spirit of harmony and fraternal regard guide our deliberations. Otherwise, we will be blinded to the lesson of the “Locked Horns.”

Brothers, I welcome you and ask you to return to your places and remain standing.

(The Governor returns to his station.)

GOVERNOR: I now declare _____ Lodge No. _____ of the Loyal Order of Moose officially opened. The Inner Guard will admit all who are qualified to enter.

(The Governor gives one rap to seat the Lodge.)

MEMBERSHIP OBLIGATION

GOVERNOR: Are there members present who are attending a Lodge meeting for the first time? (Pause to see if any are present)

(If members are present for the first time):

GOVERNOR: We invite you to come forward to a place at the altar. If your sponsor is present, we invite him to join you.

(Governor pauses while new members and sponsors take places at altar. He then proceeds to Position 1.)

GOVERNOR: Because the Loyal Order of Moose is a private organization, use of the social quarters in any Moose Center is limited to good standing members, their families and qualified guests.

As a member, you are expected to abide by the Constitution and General Laws of the Order and the by-laws of your Lodge. Further, by accepting this obligation, you agree that you will never bring legal action against the fraternity until you have taken your concerns to its leaders.

You should always be mindful of your obligation of membership: to assist in building the membership strength of the fraternity by sponsoring worthy friends, relatives and associates; and to provide financial support for our youngsters at Mooseheart and our seniors at Moosehaven through your donations to Moose Charities.

If you are willing to accept this obligation and follow our fraternal laws, please raise your right hand and repeat after me, using your name where I use mine.

I _____ - accept my obligation of membership - in the Loyal Order of Moose - and pledge my support - in caring for children in need - in looking after our senior members - in bringing our community closer together - and in celebrating life with my Brothers and Co-Workers.

You may lower your hand(s). On behalf of this lodge, it is my pleasure to welcome you to the Moose fraternity. You may return to your places and be seated.

(Governor returns to his station as new members and sponsors return to their chairs.)

GOVERNOR: We will now proceed with the regular order of business.

(If no members are present for the first time):

GOVERNOR: Seeing none, we will proceed with the regular order of business.

ORDER OF BUSINESS

1. Reading of minutes of the previous meeting.
If the Lodge is conducting an Enrollment Ceremony in conjunction with this meeting, invite the candidates into the room, and do so now. (See page 24)
2. Communications and notices.
3. Reports of sickness and distress.
4. Ordering of payment for approved bills.
5. Applications for membership.

GOVERNOR: Brother Administrator, do we have any new applications for membership or any applications for re-enrollment?

ADMINISTRATOR: Yes Brother Governor we do. We have _____ new applications for membership and _____ applications for re-enrollment.

GOVERNOR: Has the Application Review Committee reported favorably on all these applications?

APPLICATION REVIEW COMMITTEE CHAIRMAN: Yes Brother Governor we have.

GOVERNOR: Brother Administrator, please read the names of the applicants and their sponsors.

ADMINISTRATOR: *(Read names of all applicants and names of sponsors.)*

GOVERNOR: We will proceed to vote by the usual voting sign of the Order, unless there is a request to vote by secret ballot.

(A request can be made from the floor to have a paper ballot instead of the hand vote, or the Governor can also request a paper ballot. Paper ballots shall be available at all times. If a paper ballot is used, the Governor shall appoint a three-member election committee to count the ballots and report the results to the Lodge.)

GOVERNOR: All those in favor of accepting these applicants for membership will vote by using the voting sign of the Order.

GOVERNOR: Those opposed?

GOVERNOR: The vote is favorable, and these applicants have been accepted.

(If vote is not favorable, additional votes should be taken by dividing applicants until each individual has been accepted or rejected.)

6. Reports of Standing and Special Committees.
7. Report of Officers Meeting.
8. Unfinished Business.
9. New Business. (For referral to Officers.)
10. (Report of Nominating Committee when necessary.)
(Election or Installation of Officers when necessary.)
11. Good of the Order. (Including remarks of visiting dignitaries or guests when appropriate)

INTRODUCTION OF DIGNITARIES OR GUESTS

GOVERNOR: At this time, we are privileged to have
 _____ (name) _____ (title) _____ visiting with us.
 _____ (first name) _____, welcome to
 _____ Lodge _____.

(Governor yields floor to dignitary or guest for any comments.)

12. Receipts.

GOVERNOR: Brother Administrator, give the total sum of money collected by you as Administrator of this Lodge since your last report, and prior to this meeting.

ADMINISTRATOR: I have collected in all the amount of \$ _____.

GOVERNOR: Brother Treasurer, have you received bank deposit slips from the Administrator showing the amount of \$ _____ deposited to the credit of this Lodge?

TREASURER: I have, *(or)* I have not *(as the case may be.)*
(If the Treasurer has not received the proper deposit slips from the Administrator, the matter shall be adjusted at once.)

13. Nine O'clock Ceremony.

NINE O'CLOCK CEREMONY

(At the hour of nine o'clock p.m., wherever Moose are gathered in the name of the Order, they are requested to stand, face toward Mooseheart, fold their arms across their chests, and for a moment bow their heads in silent prayer, repeating in concert the words of the Nine O'clock Ceremony. At a regular meeting the Governor should call for the ceremony as close to nine o'clock as possible.)

GOVERNOR: *(Gives two raps)* It is now nine o'clock. At this time the little children at Mooseheart kneel at their beds to say

their evening prayers. Let us face toward Mooseheart, (*Governor gestures in the direction of Mooseheart*) fold our arms, bow our heads, and join them in silent prayer.

(Lights turned low but never off, chimes sounded slowly nine times. After ninth stroke -)

GOVERNOR: Repeat after me.

GOVERNOR: Let the little children come to me

MEMBERS: *(Repeat)*

GOVERNOR: Do not keep them away

MEMBERS: *(Repeat)*

GOVERNOR: For they are like the kingdom of Heaven

MEMBERS: *(Repeat)*

GOVERNOR: God Bless Mooseheart

MEMBERS: *(Repeat)*

GOVERNOR: Amen.

MEMBERS: *(Repeat.)*

GOVERNOR: Everyone will again face the Altar.

(Lights turned up.)

GOVERNOR: *(Gives one rap.)* Please be seated.

GOVERNOR: This Lodge, along with all other units in our Fraternity participates in the building of an Endowment Fund, which we hope will be ample to meet any emergency that may confront Mooseheart or Moosehaven. All members are invited to contribute to this fund in such an amount as they desire. The Sergeant-at-Arms will now receive your contributions, and the sum collected will be remitted to Moose Charities so it may be credited to the Endowment Fund.

(While the contributions are being received, the Governor may call on the Endowment Fund Chairman to announce any current or future Endowment Fund activities.)

CLOSING CEREMONY

GOVERNOR: Brothers, has any matter of importance been overlooked or neglected? *(Pause)* If not, we will proceed to close.

(Governor gives two raps.)

GOVERNOR: What is the duty of every Moose member? You will repeat after me.

GOVERNOR: To refrain from discussing

MEMBERS: *(Repeat)*

GOVERNOR: The business of this Lodge

MEMBERS: *(Repeat)*

GOVERNOR: Outside of these walls

MEMBERS: *(Repeat)*

GOVERNOR: Or in the presence of non-members.

MEMBERS: *(Repeat)*

GOVERNOR: The Prelate will deliver the closing prayer.

(The Prelate proceeds to Position 1.)

PRELATE: Let us fold our arms and bow our heads

(The Prelate slowly raises his head and delivers the prayer.)

PRELATE: Almighty Father, guide us, guard us and keep us as we go our separate ways. We ask You to bless the good we have done. Hold Mooseheart and Moosehaven in the hollow of Your hand and let Your blessing rest upon the children and seniors entrusted to our care. Be with us in our homes and watch over us and our loved ones. Give us wisdom and understanding, and to You be all power and glory forever and ever. Amen.

(The Prelate returns to his station and remains standing.)

GOVERNOR: Brother Sergeant-at-Arms, please close the Bible.

(The Sergeant-at-Arms goes to Position 1 and closes the Bible by picking it up in both hands, closing it slowly and placing it back in the center of the Altar. The Sergeant-at-Arms then returns to his chair and remains standing.)

GOVERNOR: Brothers, please form the Defending Circle.

(Members form the Defending Circle. The Governor advances within the circle.)

(If a member has died since the last meeting, the Governor will say:)

GOVERNOR: Brothers, our Defending Circle has been broken since our last meeting. Brother(s) _____ *(announce name or names)* has (have) been called to his (their) final reward. Let us for a moment, in silence, think of him (them) and remember his (their) virtues as we offer a prayer for his (their) loved ones who mourn. Please fold your arms and bow your heads. *(Pause)* May he (they) rest in peace.

MEMBERS: Amen.

(If there have been no deaths since the last meeting, the Governor will omit the preceding item and say:)

GOVERNOR: That which is done is done. Let none depart from this gathering with anger in his heart. Let us go forth with good thoughts, good words and good deeds for all mankind. Brothers, I fraternally bid you "Good Night". *(or Good Morning, Good Afternoon, Good Day)*

(Following the closing ceremony, the Sergeant-at-Arms will collect the Bible, Altar cloth, station emblems, flag, chimes and rituals and put them away for safe keeping.)

ENROLLMENT CEREMONY

INSTRUCTIONS TO GOVERNOR FOR CLASS ENROLLMENT

When an enrollment is held at a regular or special meeting, and family members have not been invited to view the enrollment or to hear the speaker, the Lodge must be opened and closed according to the Ritual.

When a special meeting has been called just for the purpose of enrolling candidates, and qualified family members have been invited to view the enrollment, the Governor will refer to page 20 and conduct the meeting as instructed.

(Before the meeting is called to order the stations and Altar should be properly set up per Diagram 2.)

(Officers should invest themselves with their emblems and all officer stations should be filled with pro-tempore officers, if possible.)

(If possible, a microphone should be in position at the Governor's station and in position 8. A suspended microphone is preferred in position 8. All ritualists are instructed to use microphones if available for a class enrollment.)

(The Administrator should certify that all candidates are fully qualified to be seated in the class.)

(Qualified family members should be invited into the hall and seated to the left of the Prelate's station (position 12). Announce in the social quarter's, at least 10 minutes before the meeting, that beverages will not be permitted in the meeting room. Normal social quarter operations may be allowed to continue, if they do not interfere with the Enrollment Ceremony.)

SPECIAL INSTRUCTIONS

CHANGES PROHIBITED. All ritual parts should be delivered from memory as written. No alterations, additions, or omissions will be permitted. It is recommended that enrollments be held separately from regular lodge business meetings.

GOVERNOR: The Governor of the Ritual Staff shall have absolute charge and control during the enrollment ceremony ritual. He shall thoroughly familiarize himself with the ritual. He cannot read it too often or devote too much study to its proper exemplification. The enrollment ceremony gives the candidates their first impression of the Order and your lodge. Make those impressions proper and lasting, and it will reward your lodge with a lifelong member.

RITUAL STAFF: The Lodge Governor should appoint a Ritual Staff to confer the enrollment ceremony. Whenever possible, more than one Brother should be prepared to confer a part from memory. If a Lodge does not have a Ritual Staff, Lodge Officers must fulfill this responsibility. The Ritual Staff should rehearse with sufficient frequency to become letter perfect.

OFFICERS PRO-TEMPORE: It is the Lodge Governor's responsibility to see that the Officers' stations are filled during the opening and closing portions of the meeting.

ADMINISTRATOR: Prior to the enrollment ceremony, the Administrator must have on file a completed Official Membership Application, and have collected all required fees and dues from each candidate.

ELECTRICIAN: The Lodge Sergeant-at-Arms shall have charge of the lights during the enrollment ceremony. The Nine O'clock Ceremony picture and the Star Transparency are to be lighted during the entire enrollment ceremony.

CONDUCT: Everyone in attendance shall maintain silence and order, and refrain from smoking or consuming beverages during the meeting.

APPAREL: The apparel of the Ritual Staff shall be as follows: any appropriate, dignified and uniform mode of dress.

CLASS: Before the opening of the meeting, the Class shall be taken into the Lodge room and be seated as a body behind the Altar. Four (4) feet from and centered on the Altar (Position 11).

If only one candidate is to be enrolled, all provisions for and reference to the "Class" shall be omitted, and appropriate changes from the plural to singular shall be made in reference to the candidate.

If the wives, families and special guests are invited to hear the speaker, they should be ushered into the room and seated in their proper area. Lodge officers, dignitaries and others should always be introduced before the speaker.

If qualified family members have been invited to attend the class enrollment they should be ushered into the room and seated in area 12 before the Governor calls meeting to order.

INSTRUCTIONS FOR SPECIAL MEETINGS

-OPENING-

(WITH FAMILY MEMBERS PRESENT)

- Enrollment Ceremony

- Installation of Officers

- Mooseheart Founder's Day Ceremony

GOVERNOR: *(Gives one rap)* Everyone will please be seated. I welcome you to our enrollment ceremony.

GOVERNOR: This meeting is called for the purpose of enrolling candidates *(or other ceremony listed above)*, and no other business will come before the Lodge.

GOVERNOR: *(two raps)* The Prelate will open the Bible and deliver the opening prayer.

(The Prelate goes to position 1 faces the Altar, and in a dignified manner opens the Bible.)

PRELATE: This is the Holy Bible; our inspiration and our guide.

(Prelate steps back one step into position 1 area)

PRELATE: Let us fold our arms and bow our heads.

(Prelate slowly raises his head and delivers his prayer.)

PRELATE: Almighty Father, Creator of the universe and Father of all mankind, we give You thanks for our fraternal brotherhood and the great precepts it embodies. Keep us diligent and mindful of our commitments to You, our children, our senior members, our families, and our communities. Give us a spirit of peace, harmony, and progress as we carry on these precepts in our Lodge, and in our lives. Remind us each day that the greatest good we can do is to serve You through service to our fellow man. Amen

MEMBERS: Amen.

(Prelate returns to station.)

GOVERNOR: *(U.S. Lodges)* I present the flag of our country *(turns to face Flag)*. Place your right hand over your heart and join with me in the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

"I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

CANADIAN GOVERNOR: I present the flag of our country *(turns to flag)*. Brothers, salute the flag. You will join me in singing "O Canada."

GOVERNOR: *(Gives one rap)* Everyone will be seated.

OFFICIAL VISIT

(This ceremony is to be used whenever a Supreme Lodge Officer or Representative officially visits a Lodge.)

GOVERNOR: At this time we are privileged to have
_____(name)_____(title)____ visiting with us. _____(first name)____
welcome to _____ Lodge _____.

KEY TO FLOOR POSITIONS**Diagram No.2**

1. Prelate's position is in center of Altar, with toes within one (1) foot of Altar to open the Bible.
Position 1 area - 12-18 inches from Altar and centered for Prayer.
2. Three (3) feet centered in front of Governor's station on line of march.
3. Orator's chair three (3) feet left of Governor's station with front edge of chair in line with back edge of Governor's station.
4. Prelate's station.
5. Jr. Governor's station.
6. Past Governor's station in line with front edge of Jr. Governor's station and left side of station in line with front edge of Governor's station.
7. Sergeant-at-Arm's chair three (3) feet right of Governor's station with front edge of chair in line with back edge of Governor's station.
8. Position of all staff members when delivering their charges to class unless otherwise instructed. Back five (5) feet and as wide as standard Altar (32") toes within limits.
9. Chairs for staff, for exit with Past Governor's and Sergeant-at-Arms chairs splitting the line of march in front of Governor's station.
10. Flag seven (7) feet right of Governor's chair.
11. Class - Lodge enrollment, chairs four (4) feet from Altar and centered. (For competition - two (2) chairs, four (4) feet from Altar and centered, and three (3) feet apart.)
Lodge meeting without enrollment - member seating area, and as large as needed.
12. Area for Family seating (Not for competition).
13. Optional State, Provincial or National Flag (Not for Competition).

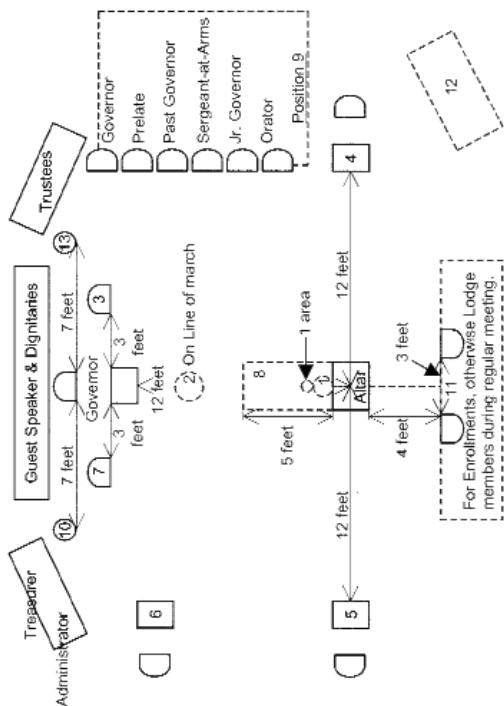


DIAGRAM NO. 2

ENROLLMENT CEREMONY
HELD IN CONJUNCTION WITH LODGE MEETING
(#1 in Order of Business)

GOVERNOR: *(Gives one rap with the gavel)* Brother Administrator, have the candidates seated before me met all the requirements for membership in our Order?

(If any requirement has not been met, it must be addressed before the Ceremony begins.)

ADMINISTRATOR: Brother Governor, they have.

GOVERNOR: We want to welcome you! Before we start the Enrollment Ceremony, I would like to give you a few instructions.

The gavel is the sign of the Governor's authority. One rap calls the Lodge to order or seats members when standing. two raps, call up the Lodge.

During the enrollment I ask you to please refrain from smoking, and unless otherwise instructed, remain seated, and please turn off pagers and cellular phones.

You will now learn more about the Moose Fraternity by hearing "The Story of the Moose". The Ritual Staff will now take their assigned positions.

RITUAL GOVERNOR. *(Standing) (After staff has taken their chairs the Governor raps once.)* We are certainly glad that you have taken this step to join our Fraternity. As you do so, you will leave your footprints in many ways, and in many lives. This includes the members of your family...the members of your new Lodge...and many persons you may never even meet. Since you have met all the requirements for membership in our Order, I would like to invite you to join us in one of our fraternity's most solemn moments: the Enrollment Ceremony of the Loyal Order of Moose. The staff telling the story of the Moose is from _____ Lodge _____. Listen carefully to the message each member will bring to you.

You will now be given the opportunity to learn - and if you are so willing - to embrace the noble principles upon which this proud family fraternity is built. I ask you to ponder them in both mind and heart, for if you choose to join with us, these principles will bind us together forever, in a life of service to others.

Listen as the Sergeant-at-Arms helps you to begin your journey.

(Sergeant-at-Arms rises as Governor is being seated and advances to position 8.)

SERGEANT-AT-ARMS: When you receive your Moose membership card it will be only inches high, but miles wide. I say this because it opens up a whole new world of privileges for you and your family.

First, there are the many privileges you will have in your Lodge. Time after time, week after week, you can participate in recreational events tailored to your personal tastes, and those of your family, or other qualified guests. Expect this feeling of fun and fellowship to be a life-changing experience.

Secondly, there are the privileges that extend beyond your Lodge. These include special opportunities to participate in local, regional, and national programs that not only help others, but will allow your family to grow closer together as well.

Another privilege of membership, is to be able to attend Lodge meetings and vote in matters brought before the Lodge. You will also be able to invite your associates into this great fraternity.

When we talk membership, we're also talking about the Women of the Moose. For many successful years, membership in the Moose has meant a special opportunity for the women in your family to also participate in this dynamic International Order.

Carry and show your membership card proudly, as it is one of the most valuable cards in your possession, one that continues to pay you dividends year after year.

Our Orator will now explain some of these dividends to you.

(Sergeant-at-Arms returns to his chair, turns left and is seated. Orator rises and advances to position 8 as Sergeant-at-Arms returns to chair.)

ORATOR: When you are thinking about your Moose membership, think of all the sports and family activities the Moose has available. What's your choice, cards... golf... bowling... pool... darts... teen nights... picnics... or simply cheering your team from the stands? They're all waiting for you. So are such pleasures as the Friday or Saturday night dinners, the annual holiday festivals, plus all the special family events in between.

The M in "Moose" stands for "more." More sporting and family opportunities in which to participate, and to share your interests with others. To put that another way: wherever you find fun, you'll find the Moose. Fun that warms the heart and links our lives.

What is essential to remember is that this family fraternity is and always has been a private organization whose privileges belong only to its members. Private organizations can retain their protected and tax-free status only so long as their members adhere to this requirement. Family and other qualified guests are welcome, but only when accompanied by the member and his membership card.

As you reach out and take the oath, you reach out to an entire network of fun, friendship, and obligation. You and your family will soon be saying, "This is the best decision we ever made."

Our Prelate will now tell you more of our involvement in other areas.

(Orator returns to his chair and is seated. Prelate rises and advances to position 8 as Orator returns to chair.)

PRELATE: There are two sides to the Moose story: the receiving and the giving. While the "receiving" is good, the "giving" is even better.

Throughout its long honored history, the Moose Fraternity has always focused on giving something back. It is altogether proper that you should know that service is an important part of this story. That means members giving of their time and effort to make their communities better places in which to live.

Is it a neighborhood in need... a family in crisis... a threat to health... or an educational opportunity for those without means? Wherever and whenever the need, the Moose is there to enrich the "circle of life."

As you step forward, you step into a noble family fraternity where "commitment and service" stand on a par with "fun and fellowship". This is what helps make the Moose so unique, and the path your footprints take so important.

While we support our communities, we aren't forgetting our children. Listen while the Junior Governor shares one of our finest achievements with you.

(Prelate returns to his chair and is seated. Jr. Governor rises and advances to position 8 as Prelate returns to his station.)

JUNIOR GOVERNOR: There is nothing in the world as sweet as youth, and nothing in our fraternity as caring as the child city we call Mooseheart. Dedicated to providing a home for children in need, Mooseheart is located 40 miles west of Chicago. This self-contained "child city" has stood like a beacon of hope since its founding in 1913. It is a model community populated with loving teachers and mentors, who stand strong along every step of a developing child's pathway.

Mooseheart. Call it love... call it security... call it a heartwarming chance to turn tragedies into triumphs. Whatever you call it, Mooseheart is one of the most enduring contributions this fraternity makes to society. And now we ask you to help us keep our dream alive, the dream that says every child without a family deserves to have one. Since opening its doors, thousands of children have called Mooseheart home.

The operating cost for our 1000 acre campus, the facilities, the staff, and its many programs has partially been met by our annual membership fees. Members also have an opportunity to give to the Mooseheart/Moosehaven Endowment Fund, and give they have, with love and generosity. Later, when you are asked to take the oath, you too will have this chance to help nourish our dream, and provide the dollars to make that dream come true. It is where your mark will be felt in the lives of the young.

Our Nine O'clock Ceremony gives us an opportunity to reflect more deeply upon the value of Mooseheart. The Governor will now lead us in the Nine O'clock Ceremony.

(Jr. Governor returns to his station and remains standing. Governor rises as Jr. Governor leaves position 8.)

GOVERNOR: *(Gives two raps as Jr. Governor turns at chair.)* Everyone will please rise. It is now nine o'clock. At this time the little children at Mooseheart kneel at their beds to say their evening prayers. Let us face toward Mooseheart, fold our arms, bow our heads and join them in silent prayer.

(The lights are turned low and chimes sound slowly nine times. After the ninth stroke the Governor continues.)

Repeat after me: Let the little children come to me...*(repeat)* do not keep them away...*(repeat)* for they are like the kingdom of Heaven...*(repeat)* God bless Mooseheart ...*(repeat)* Amen. *(repeat)*

GOVERNOR: Everyone will please face the Altar. (*Lights are turned up and Governor gives one rap*) Please be seated.

There is another inspired venture of our fraternity, and the Past Governor will now share part of that story with you.

(*Past Governor rises and advances to position 8 as Governor is being seated.*)

PAST GOVERNOR: If youth is to be cherished, then age is to be honored. Located in the warm Florida sunshine, Moosehaven is a complete community for our senior members - both men and women. Moosehaven opened its doors in 1922 to a special world of comfort and convenience, designed especially for those members who seek a sanctuary from the cares and burdens age sometimes imposes on those young of mind, but in need of a helping hand.

Moosehaven - set in a paradise environment just outside of Jacksonville, Florida - illustrates that this fraternity not only cherishes its young, but honors its seniors. As you enter our fraternity's ranks, you not only are helping to keep Moosehaven's lights burning brightly, but you are warming our residents hearts as well.

Through your membership, if you or your family ever have a future need, you are now able to request the benefits and blessings of both Mooseheart and Moosehaven. These extra benefits of membership are some of the most important dividends you will enjoy in this Fraternity. Always keep your dues current, so you and your family are never without this valuable protection.

As you can see, the Loyal Order of Moose puts a priority on caring. The contributions made by all of us to the Mooseheart/Moosehaven Endowment Fund, enable us to provide our Moosehaven residents with the life they so richly deserve. What nobler commitment can there be?

And now, with some added thoughts, here again is the Governor.

(Past Governor returns to station and is seated. Governor rises and advances to position 8 as Past Governor returns to station.)

GOVERNOR: Earlier, we spoke of the privileges of membership and the Private Policy. These regulations are a small price to pay for the legal protections we have always enjoyed. In stepping forward today, you are asked to faithfully abide by this principle, and display your membership card when entering a Moose Lodge.

Now I ask if each of you believe in the purposes of the Order we have been describing, and if you sincerely desire to join with us as Brothers? If so, please answer "I do."

Give your full attention to the obligation you are about to receive. Once taken, it shall bind you to us, and us to you, for all time:

In the presence of the Supreme Being and those gathered here, I pledge that I will obey the laws of the Loyal Order of Moose, and the By-laws of the Lodge of which I am to become a member.

I will propose for membership in this Order only those of high personal character, and never oppose a qualified applicant without just cause.

I will bring my concerns to the leadership of this Order, as provided by our laws, before appealing to any Civil Authority.

I will cherish and support with my energy and substance, our youngsters at Mooseheart, and our seniors at Moosehaven.

Always remember, there is strength in unity, for a burden heavy to one is borne lightly by many.

All candidates, and Lodge Brothers desiring to reaffirm their faith in our Fraternity, will please rise. *(pause)* Place your left hand over your heart, raise your right hand and repeat after me, using your name where I use mine.

I _____ - freely and without reservation - accept the honor - and obligation of membership

- in the Loyal Order of Moose. - I pledge my service to my Brothers, - and to all members of this Order - this obligation - will bind me for all time.

You may lower your hands. By virtue of the authority given to me by this Lodge, I now declare each of you a member of the Moose Fraternity. Welcome, Brothers! On behalf of this Lodge, we are honored that you have joined with us in this most noble Order. Everyone will please rise. The Prelate will now lead us in prayer.

(Governor moves to position 2 and faces Altar. Prelate rises and advance to position 1 area as Governor moves to position 2.)

PRELATE: Let us fold our arms and bow our heads. Almighty Father, who knows the hearts and minds of all His people, help each of us to accept - and continue - the oath of Moose allegiance. We ask You to hold us together in Your arms as we commit our lives to fraternity, fellowship, and service. We also ask You to bless Mooseheart and Moosehaven, so they will always be there for those in need. Amen.*(Staff repeats "Amen")*

(Prelate returns to his station and remains standing.)

GOVERNOR: Everyone please be seated. *(Pause until everyone is seated)* Congratulations. With this ceremony, we have become as one. One in spirit... one in purpose... and one in commitment.

As new members of our Order, you are charged with two essential obligations. The first is to protect those within our Order. This includes your fellow members, your families, and your fraternity itself, which includes the work of Mooseheart and Moosehaven. Secondly, there is the obligation to strengthen our membership. This calls for your best efforts to encourage those qualified friends, relatives, and associates to join with us. By sponsoring them into our Order, you will not only help us grow, but you will be

sharing all the benefits and privileges of this Order with others.

We wish to thank you for your participation, and your attention. This ceremony will conclude as the Ritual Staff vacates their positions.

(Lodge Officers will again take their stations.)

GOVERNOR: *(Thank the Ritual Staff for their performance and have Ritual Governor introduce Staff).*

GOVERNOR: It is my privilege to acquaint the members of this Lodge with the Degrees of our Order.

Every Moose member that meets the requirements for eligibility will receive an invitation to join the Moose Legion, the Degree of Service. The Moose Legion is made up of members who desire to increase their level of service to the fraternity and provide further support to our humanitarian and charitable efforts. Membership in the Moose Legion is required for further advancement.

The Fellowship Degree of Honor is conferred only upon Moose Legionnaires who are specifically called to receive the Degree. This honorary Degree comes as a reward for outstanding service rendered to the Order and is a much-coveted mark of distinction.

The ultimate and highest Degree bestowed on a member of the Loyal Order of Moose is the Pilgrim Degree of Merit. This Degree is conferred only in the House of God at Mooseheart, and comes as a reward to those Fellows who have given exceptional service for the fraternity.

We encourage each member of this Lodge to devote himself to the magnitude of fraternal service that merits advancement to these Degrees.

(During Lodge meeting proceed with regular Order of Business on page 12.)

INSTRUCTIONS FOR SPECIAL MEETINGS**-CLOSING-*****(WITH FAMILY MEMBER'S PRESENT)*****- Enrollment Ceremony****- Installation of Officers****- Mooseheart Founder's Day Ceremony**

GOVERNOR: *(Introduce Officers and dignitaries or other visitors.)*

GOVERNOR: *(Introduce Sr. Regent and request she introduce other W.O.T.M. officers present.) (No Speeches).*

GOVERNOR: *(Recognize Official Visitor for his/her comments.)*

GOVERNOR: *(Call on Administrator for final instructions to new Brothers.) (Depending on size of class, lapel pins may be presented to new members by sponsors or officers if sponsors are not present. If class size is too large, lapel pins should be presented after adjournment.)*

GOVERNOR: *(Make final remarks.)*

GOVERNOR: Brother Sergeant-at-Arms; Please close the Bible and place the Endowment Fund Cradle upon the altar.

GOVERNOR: *(Gives 2 raps)* Everyone will please rise. The Endowment Fund is vital to the daily operation of both Mooseheart and Moosehaven. Anyone desiring to contribute to this fund is asked to approach the altar in an orderly manner, make your contribution, then return to your place and remain standing.

(After all have returned to their places, the Lodge Governor delivers his final charge from his station.)

GOVERNOR: *(From station)* Our business being concluded; let us go forth with good thoughts, good words and good deeds for all mankind. I fraternally bid you "Good night." *(or "Good Afternoon," or "Good Morning.")*

LINE OF MARCH FOR RITUAL CLOSING

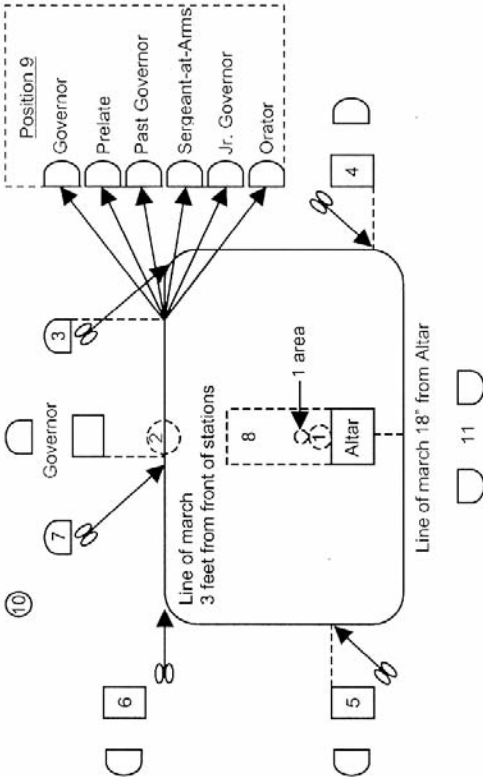


DIAGRAM NO. 3

ENROLLMENT RITUAL CEREMONY FLOOR POSITIONS

These instructions cover work on a standard size floor requiring spacing of 12 feet from front of Prelate, Jr. Governor and Governor's station to center of Altar. When this spacing is not possible, allow 12 feet from front of Governor's station to center of Altar and adjust remaining 5 distances as necessary. Sufficient spacing shall be allowed for the Class behind Altar. (*See diagram 2, on page 23.*)

Diagrams 2 and 3 illustrate many floor positions designated by number as follows:

Position 1. Prelate's position for opening the Bible is in 10
center of Altar and with toes within one foot of the Altar.

Position 1 Area. 12 to 18 inches from Altar centered for Prelate's prayer.

Position 2. Centered and 3 feet in front of Governor's station on line of march. 15

Position 3. Orator's chair is 3 feet to the left of the Governor's station, with front edge of chair in line with the back edge of Governor's station.

Position 4. Prelate's station.

Position 5. Jr. Governor's station. 20

Position 6. Past Governor's station in line with front of Jr. Governor's station, and left side of his station in line with front edge of Governor's station.

Position 7. Sergeant-at-Arms chair is 3 feet to the right of the Governor's station, with front edge of chair in line with the back edge of Governor's station. 25

Position 8. An area located between the Altar and Governor's station, with the back edge 5 feet from the Altar. Area is as wide as a standard Altar (32 inches). Toes should be within these limits at all times while addressing class. 30

Position 9. Chairs for Ritual Staff on exit.

Position 10. (*For Competition*) Your Country's flag is 7 feet to the right of the Governor's chair and in line with it.

Position 11. Two chairs for Class during competition. Front edge of both Chairs are 4 feet from Altar and 3 feet apart, 5 equally centered on Altar.

Position 12. (*Not for competition*) Chairs for Qualified Family Members (*see Diagram No. 2*).

Position 13. (*Not for competition*) Optional State, Provincial or National Flag.

10 The symbolic direction for Mooseheart in competition is centered behind the Prelate's station. A Nine O'clock Ceremony picture should be placed in this area. The symbolic direction for Moosehaven in competition is centered behind the Jr. Governor's station.

FLOOR MOVEMENTS

15 The Ritual Governor will rap the gavel once while standing at his station to start Enrollment Ceremony or Ritual Competition, after staff has taken their chairs.

Staff members should avoid looking at the floor at any time.

Each staff member should enter and leave his station with
20 the station on his left. He should not put his hand upon his station. Touching the Altar Cloth, or brushing against the Altar or Stations is not a violation, however kicking chair, stations, or Altar, or dropping of mallet or gavel is not permitted. He should not move his chair or put his hand on
25 it when rising or being seated, unless permission to do so has been granted by the judges. It is not a violation if the class should move their chairs.

When a staff member rises from his chair for the purpose of moving to a floor position, he may pause before stepping off,
30 but once started he should continue without interruption until he has reached his position.

All movements should be graceful. A ritualist may move within the parameters of Position 8, but toes must remain within its boundaries.

Facing the Bible, flag, Moosehaven or Mooseheart should be done by centering the body in that direction. Centering the body means turning both feet in that direction. This also applies to Governor when speaking from his station or position 2.

Leaving position 8 is defined as the time after pivot on turn when a foot crosses the outer edge of position 8 to the time the trailing foot is out of position 8.

Staff members should turn left and step off on left foot to go left, and should turn right and step off on right foot to go right. The turn is made by a slight pivot on the ball of the opposite foot, then stepping off with required foot. Do not turn both feet simultaneously. Stepping off means raising the foot and moving it in the direction of intended move.

When the Governor, Prelate and Orator leave Position 8, they should turn to their left and step off on their left foot and go to their positions. The Jr. Governor, Past Governor and Sergeant-at-Arms should turn to their right and step off on their right foot and go to their positions.

All staff members should go to and from floor positions by the shortest possible route except on vacating, or where movements are prescribed. The shortest route is a straight line between the positions and then turning in place without moving forward, backward or sideways. A side step may be made when leaving chair at station.

There should be no unnecessary delay in following Governor's instructions.

Heads may be turned at any time for the purpose of watching the movements of others, or to put attention on the Governor.

The Governor is responsible for establishing the correct line

of march on exit and each staff member should straddle the correct line of march at all times.

GESTURES

A gesture is an expressive movement of the body, or part of the body, used to emphasize an idea, emotion, action or specific point.

5 Timely hand gestures that are smooth and graceful should be used during every charge.

A gesture is most effective when it is made at the same time as the words related thereto are spoken. The Governor may be instructed otherwise.

10 Nodding or shaking the head may be used to emphasize meaning, but constant movement of the head is prohibited.

Each staff member should use relaxed open-handed gestures, but may use finger or fingers, or relaxed closed hand motion to emphasize a point. When not gesturing, his hands should be in
15 front of his body or at his sides. He may clasp his hands or fingers together, but should not hold them behind him, put them in his pockets, or place them on his hips.

Unless otherwise instructed, and when gesturing after taking his attention off the class, he should use left hand when
20 gesturing to the left, and right hand when gesturing to the right. When gesturing in the direction of the Altar or Class, he may use either or both hands.

When the attention of the speaker is not on the class, because he is using a gesture and speaking in that direction, he should
25 position his body in that direction. Positioning the body requires the turning of both feet. He may vary from required floor position to make gesture, but must return to required position after gesture.

When gestures are made only to help express oneself, and
30 attention is still on the class, the hand or hands may be extended to the side and away from the body. Constant use

or movement of the hands is permitted, and either or both hands may be used for these gestures. A staff member should speak in the direction of a gesture when his attention is not on the class. Looking at the hands when gesturing is not a violation if facing the class. 5

He should not rock on his feet, continually bob or shake his head, or permit his hands to indicate nervousness. In fact, he should do nothing with his hands, head or body that will distract from his talk.

Gestures should be used in motioning the class or staff to rise 10 or be seated. Gestures are permissible at the Governor's station and position 2. A left hand gesture toward the direction of Mooseheart is required for the Nine O'clock Ceremony.

Governor does not gesture returning from Nine O'clock 15 Ceremony.

Hand gestures should not be made during the repeated portion of the Obligation.

ATTENTION AND SPEAKING

Each staff member should start and complete his charge in Position 8 by facing the class. He must stop and establish 20 position before speaking or moving.

While in Position 8, staff members should speak only to class or in the direction of a gesture. When taking attention off the class, you must speak in the direction of the gesture as eye contact has been made with the object that you are 25 gesturing toward. When returning his attention to the class, he should turn as he looks at and speaks to the class. He should speak on his turn, and his attention must be directed to the class.

Staff members need not complete a sentence before shifting 30 attention. Unless speaking in the direction of a gesture, body position and attention of the speaker (except the

Governor when otherwise instructed) should always be directed to where he is speaking.

A nod of the head SHOULD NOT be given upon the completion of a charge.

- 5 Avoid dropping the voice at the end of a sentence. Enunciate clearly, pronounce words correctly, and speak LOUDLY and SLOWLY enough to be understood.

The Ritual Staff should be attentive at all times and should have their attention on the person speaking. Staff should be
10 uniform in positioning their hands while seated and should do nothing to cause distraction while at chair or station.

Staff members should be friendly and relaxed in delivering their parts. They should refrain from a monotone or singsong delivery, and should give their charge with impressiveness.

- 15 The Ritual is not intended to be humorous, therefore there is no place for a continuous grin, but an occasional friendly smile will add to your impressiveness. The speaking parts must be given in full, exactly as written.

INDIVIDUAL INSTRUCTIONS

The enrollment ceremony and judging for competition begins
20 when the Governor raps the gavel at his station, and will end when staff is seated uniformly in Position 9.

The Governor will give his initial charge from his station.

Sergeant-at-Arms rises as Governor is being seated and steps off on left foot and advances to position 8. The Sergeant-at-Arms should raise his right hand to make voting sign gesture
25 starting on either of the words "and vote." When he completes his charge, he should turn right, step off on right foot, go to position 7, turn left and be seated.

The Orator should remain seated until the Sergeant-at-Arms
30 has completed his charge. As the Sergeant-at-Arms leaves position 8, he should rise and step off on right foot. He

should not start charge until SAA is seated. When completed, turn left, step off with left foot, and go to position 3, turn right and be seated.

The Prelate should rise and move from his station as the Orator leaves position 8. He should not start his charge until the Orator is seated. When completed, turn left, step off with left foot and return to his station and be seated.

The Junior Governor should rise and move from his station as the Prelate leaves position 8. He should not start his charge until the Prelate is seated. 10

Upon completion of the Jr. Governor's charge, he should turn right, step off on his right foot, return to his station and remain standing. The Governor rises as Jr. Governor leaves position 8. As the Jr. Governor is turning at his chair, the Governor should rap twice to raise everyone for the Nine 15 O'clock Ceremony.

In competition, for the Nine O'clock Ceremony, the Ritual Governor, after rapping the gavel, should instruct everyone to rise or be seated. The staff should rise immediately after the second rap of the gavel and be seated immediately after 20 the single rap. The Governor should face the class for rap of the gavel before the Nine O'clock Ceremony charge.

The Nine O'clock Ceremony picture should be used as the direction of Mooseheart. The Governor should gesture, then turn toward the picture after saying "Mooseheart". The staff 25 should turn in unison with the Governor, and in the most direct way to face Mooseheart. Prelate turns left to face Mooseheart and turns right to return. Governor shall not proceed until all members of class are facing in direction of 30 Mooseheart.

Staff members should fold their arms and bow their heads in unison for the prayer and Nine O'clock Ceremony, and folded arms should be uniform.

The staff member sounding chimes should follow instructions

for turning and assuming prayer posture. He should then break prayer posture by dropping both arms, raising head, sound chimes slowly and only the required 9 times using same note or tone, after which he should resume prayer posture by folding arms then bowing head. The Governor should pause a moment after last chime to give member time to resume prayer posture. The Governor should raise his head to normal speaking position to deliver the Nine O'clock Ceremony. After repeating "Amen", staff should break prayer posture in unison and return to former positions in unison after instructions by the Governor.

After the class and staff has returned to their former positions, the Governor should rap gavel, then tell everyone to be seated. Staff seats on rap of gavel, but Governor does not seat himself.

A Ritual Staff is expected to know when they are to rise, be seated, or move and they should do so even if not so instructed by the Governor, or movements of other staff members.

Past Governor rises and moves to position 8 as Governor is being seated.

When Past Governor completes his charge, he turns right, steps off on right foot, returns to station and is seated. After completion of the Past Governor's charge, Governor rises and moves to position 8 as Past Governor leaves position 8, not speaking until the Past Governor is seated.

The Governor should demonstrate his instructions by using a gesture for rising, placing his left hand over his heart and by raising his right hand. The staff should rise and repeat the obligation with the candidates. Governor should lower his hands without gesturing, after he instructs class to lower theirs.

Staff will rise in unison immediately after Governor says "please rise". Staff will place left hand over heart, and raise right hand in unison and uniformly with the Governor. Staff

will repeat obligation with the candidates. Staff will lower hands in unison with Governor.

The Governor should be speaking to the class when he says, "Everyone will please rise." The Prelate should move to position 1 area as the Governor leaves position 8. The Governor turns left to move to position 2, turns left in position 2 and remains standing. Prelate does not begin prayer until Governor is in position 2.

The Prelate should advance to position 1 area, face the class and assume prayer posture, he should slowly raise his head to normal speaking position and deliver his prayer. Staff should be in unison in raising arms and bowing heads, and arms should be folded uniformly.

At the completion of his prayer, the Prelate should hold his position until staff has repeated "Amen". The staff and the Prelate should break prayer posture in unison. The Prelate should turn left, step off on left foot and return to his station and remains standing.

The Governor delivers his final charge from position 2 after the Prelate returns to his station. He must use gesture after he instructs everyone to be seated. Staff should be seated without hesitation and in unison.

The staff will rise in unison. The Prelate and Jr. Governor step to the right front corner of their stations and stand at a left oblique. The Past Governor steps to the right front corner of his station and will face forward. The Prelate, Jr. Governor and Past Governor should be the same distance from the corner with their heels clearing the front edge of their station, referring to Diagram 2 on page 28. The Orator and Sergeant-at-Arms remain standing centered in front of their chairs, but both turn on a left oblique in preparation to enter the line of march as shown in the diagram on page 28. On vacating, the Governor (in Pos. 2) turns left astride the line of march after staff rises. The Governor should pause to allow the staff members time to complete their unison moves before leading

- off. He then steps off on his left foot, and proceeds per diagram on page 28. The Orator follows the Governor and should enter the line of march at the corner area as shown, followed by the Prelate, Jr. Governor, Past Governor and Sergeant-at-Arms as 5 indicated by the same diagram. The line of march is a line 3 feet in front of stations, except when passing between the Altar and class, which is a line 18 inches from the Altar. Staff members should be in step with the Governor or the man in front of himself, and may step off on either foot. The Governor 10 is responsible for establishing the correct line of march on exit, but each staff member should straddle the correct line of march. Equal spacing of staff members should be maintained until point of veering at the Orator's chair is reached, to go to assigned chair in Pos. 9 (*as per Dia. 2, Page 28*). The 15 Governor, Prelate, and Past Governor veer to the left and turn left in front of their chairs, and Orator, Jr. Governor and Sergeant-at-Arms veer right and turn right in front of their chairs. Heads should be looking forward after making turn in front of chair. Staff members should be seated simultaneously 20 and in a uniform manner as soon as Sergeant-at-Arms turns at his chair. Placement of the hands should be timely and uniform. To show the importance of the ceremony, this dignified manner should be maintained for a few seconds during a competition or until otherwise specified at a meeting.
- 25 If any Ritual Staff members are Officers of the Lodge, they may again take their proper places without further formality.

RULES OF RITUAL COMPETITION

(References to International Competition
are not Applicable at this Time)

All Association Ritual Competitions will be under the jurisdiction of the Regional Manager. It shall be his duty to appoint a Chairman of the Competition Committee, as well as to select a time and place for the competition. If necessary, he will also appoint a Judging Committee Chairman. The

out-of-state judges are not permitted to serve as Chairman of the Competition Committee, or as Chairman of the Judging Committee. Competition Chairmen may not compete in the Ritual Competition.

Each State or Provincial competition will qualify at least 25 staffs for International Competition. In addition, 1 more staff will qualify for each additional 5 staffs (*or parts thereof*) when over 10 staffs are entered in competition. Non-qualifying staffs, in order of finish, may substitute for qualifying staffs not wishing to compete in International 10 Competition.

If an Association(s) chooses to not send a staff(s) to the International Competition, those time slots may be awarded to another Association(s). This will be done only if the State or Provincial competition has more than 15 staffs competing 15 or greater than 25% participation from the total number of lodges in that Association. It is at the discretion of the Moose International Director of Ritual to determine how many time slots will be awarded to those who qualify.

Only Lodges in good standing in their Associations are eligible 20 to enter State, Provincial or International competitions.

A Ritual Staff shall consist of a Past Governor, Governor, Junior Governor, Prelate, Orator and Sergeant-at-Arms. Clothing should be uniform; any appropriate and dignified mode of dress is acceptable. 25

Medallions issued to the International Champions, or medallions issued by State or Provincial Associations, may be worn by the champions at class enrollments, but never in any competition.

For competitions, the Enrollment Ceremony shall be 30 conferred upon two candidates (*Moose Members*), and the Ritual Staffs are responsible for furnishing their own class members.

JUDGES: Moose International shall sanction all judges for

International, State and Provincial ritual contests. A list of qualified judges is available.

JUDGING: Competing teams will be judged on ritualistic accuracy, delivery, general effects, candidate appeal, and 5 individual floor work. A perfect team score is 600 points. (*100 points for each Ritualist.*)

RITUALISTIC ACCURACY: 50 points: For every word omitted, added, transposed, slurred, or substituted in the speaking parts of the Ritual, or for each indicated pause 10 omitted or added in the obligation or the individual parts, 1/4 point will be deducted.

For each prompt given, 1/2 point will be deducted. A prompt will consist of whatever number of words are needed for the speaker to recover. A new prompt may be given later. 15 Judgment should be used as to when a speaker has fully recovered, before being charged with another prompt.

Fill-in words such as nicknames will not be judged.

DELIVERY: 8 points: Speaking, 4 points (*1/4 point penalty; too fast, too soft, too soon, too late, monotone, singsong, pronunciation*); Gestures, 4 points (*1/4 point penalty; not 20 graceful, forbidden, wrong hand, not enough, missed, not timely, body position*).

GENERAL EFFECT AND CANDIDATE APPEAL: 26 points: General appearance, 2 points (*1/4 point penalty; 25 untidiness of clothes, person or grooming, shoes not shined, tie not straight, not uniform in dress*); Attention to class, 4 points (*1/4 point penalty; not enough, too much, untimely*); Impressiveness, 20 points (*left to discretion of the judges; Poor - 1 to 16, Fair - 16.0625 to 17, Average - 17.0625 to 18, 30 Good - 18.0625 to 19, Excellent - 19.0625 to 20.*) Point spread may be as small as 1/16 of a point, i.e. .0625, .1250, .1875, .2500, .3125, .3750, .4375, .5000, .5625, .6250, .6875, .7500, .8125, .8750, .9375, .0000.

Impressiveness scores reflect the speaker's ability to

enunciate clearly, properly express himself, move about and use smooth, timely and proper gestures, project confidence in a relaxed and friendly manner, and speak loudly and slowly enough to be understood.

INDIVIDUAL FLOOR WORK: 16 points: Vacating 4 points, (*1/4 point penalty; looking at floor, not correct, too military, out of step, confused*). Entering and Leaving (*Stations*), 4 points (*1/4 point penalty; untimely, careless, incorrect, looking at floor, not uniform*); Floor Positions and Movement, 6 points, (*1/4 point penalty; incorrect, not uniform, looking at floor, inattentive, untimely, careless*); Conduct at Stations, 2 points (*1/4 point penalty; inattentive, tense, restless, not uniform*).

ENTRIES: Entries for competing staffs must be sent to the Chairman of the Contest Committee before the publicized deadline. Before competing, the captain or an authorized representative of the staff should report any substitutions to the Chairman of the Contest Committee. After entry, not more than three substitutions may be made.

All Ritualist, and Class members, must be officially registered at the convention before participating in International or Association Ritual Competitions.

In State or Provincial Competition, the Chairman of the Competition Committee, and the Chairman of the Judging Committee will be appointed by the Regional Manager subject to the sanction of Moose International. The State or Provincial Ritual Chairman may be appointed Chairman of the Judging Committee, but cannot then compete as a contestant. It will be the duty of the Chairman of the Competition Committee to arrange for an adequate room, properly set up and complete with the following: stations, chairs, Altar, Bible, flag, gavel, Nine O'clock and Moosehaven pictures, Altar and station cloths, and chimes. When all paraphernalia has been placed for competition, only chimes, station chairs and chairs in Position 9 may be moved to satisfy each team, as long as third and fourth chairs still split the line of march.

The Chairman of the Judging Committee will assume full responsibility for conducting a proper competition and enforcing all rules pertaining thereto. He is given final authority concerning interpretation of the rules and will "NO CHARGE" any "hit" he feels is questionable. Judges may not make any changes once papers are given to the Chairman, except to make clarifications. Decisions of the Chairman of the Judging Committee will be final, and only tabulation errors and undisputed wrong posting errors will be corrected. Time limit for making corrections will be set by the Judging Committee Chairman. When tabulation errors or posting errors are reported within the time limit, but after trophies have been presented, a duplicate trophy should be awarded and it will be assumed there is a tie for the place in question. Cash awards should not be presented until scores have been adjusted and properly placed. When place of finishing has been announced, teams and individuals with an adjusted score will be placed in a tie with the team or individual scoring the same or next fewest points.

Two Word Judges, and a minimum of two approved out-of-state Floor Judges will be used in all competitions which have six or more teams competing. When there are five or less teams competing, one approved out-of-state Ritual Floor Judge may be used WITH THE PERMISSION OF MOOSE INTERNATIONAL. Out-of-state Ritual Judges are not to accept responsibility as Acting Competition Chairmen, or as acting Judging Committee Chairmen. They are not permitted to attend a class enrollment just prior to competition to view a competing staff in action. Judge No. 1 is seated to the right of the Jr. Governor's station, between station and class. Judge No. 2 is seated between the Jr. Governor's chair and the Past Governor's chair. Judge No. 3, if used, is to the left of the Prelate. If only 1 judge is used, he shall judge from Judge No. 1 area. One Word Judge will do the word judging and the other will do the prompting. Word Judge and prompter are seated to the left of the Prelate.

Ritual Competitions are open to viewing by any good standing member of the Order including Ritual Team

members entered in competition. Those in attendance shall to remain quiet and keep proper decorum. Spectators or competing ritualists are not permitted to move about, smoke, display or use papers or books, make any notes, or use any recording or electrical devices while a staff is competing. Cellular phones and pagers must be turned off.

A Ritual Team member who holds multiple memberships may compete with multiple teams in any competition providing he is qualified to be a member of each team he represents. A ritualist will only receive one award for his highest score. He may be used as a fill-in on any staff qualified to compete, but he must have already competed. A fill-in will not be scored. He may be used as the class prior to competing.

A ritualist who transfers his Lodge membership will be ineligible to compete in State, Provincial or International Lodge Ritual competitions for a period of six months, unless approved by Moose International.

The Judging Committee Chairman, Judges and Tabulator may not compete in any competition in which they are associated, nor may they be used as a fill-in or as a class.

The Lodge Secretary must certify on the Ritual Contest Entry Form (and under the Seal of the Lodge) that each member of the staff is in good standing in the Lodge.

A team must report for competition 1/2 hour before their allotted time, unless an acceptable excuse is made to the Chairman of the Judging Committee by a representative of the team. The burden of proof for an acceptable excuse will be on the team. When the excuse has been found to be acceptable, the team will be rescheduled to the end of the competition, or as circumstances permit during the contest period.

In an emergency occurring just prior to or after arrival at place of competition, and for the purpose of permitting other members of the team to compete for individual awards, any

member of the Moose may be used as a fill-in, and may recite or read the part. The fill-in will not be judged, nor will any score for him be given. The foregoing does not apply to a team using a qualified substitution. As many as three substitutions may be made after a Lodge has submitted their entry, however a full six member team may not split in half (3/3) to add an additional team to the competition count.

There may be a circumstance when a staff member is unable to continue, even after the staff has reported and entered into competition. Should this happen, activity will cease, and the team may be rescheduled to the end of competition - or as circumstances permit during contest period. Score sheets will be marked at the time of interruption. Although a member may commence again from the start of his part if he so desires, the judging will continue from the point of interruption. If necessary a substitution may be made, but will not be judged. Any member of the staff, or any member of the Judging Committee, may call for an interruption if, in his opinion, some member of the staff appears to be ill.

Judges are not permitted to leave their stations, or make any other distracting moves while a staff is on the floor. They should not converse with one another until papers are completed and given to the Chairman. Word Judges may ask assistance from Prompter after staff is off the floor, but this should not be done in the hearing of others.

A competing Ritual Team must exit the floor after competition without conversing with Floor or Word Judges. A 1/4 point penalty may be assessed on the ritualist in violation.

Judges should not converse with a Ritualist concerning errors, or make any suggestions to him, until the entire competition has been completed and the score sheets have been distributed. The Competition Chairman may, however, answer questions prior to the Ritualist's appearance on the floor.

Loyal Order of Moose

Instructions for Conducting the **Service of Tribute**

1. A permanent copy of this tribute should be kept by the lodge in a three-ring notebook for use at all presentations of the Service of Tribute.
2. The Lodge Prelate is responsible for seeing that the Service of Tribute is conducted, whenever this is requested by the family of ANY departed member of the Loyal Order of Moose. While the ceremony calls for six participants, it can be done with ANY NUMBER of members.
3. Those selected to perform the ceremony should familiarize themselves with their parts. Participants should not attempt to conduct the ceremony from memory. The text should always be before them on the lectern.
4. Participants in the ceremony who are members of the Higher Degrees (Moose Legion, Fellowship or Pilgrim), are encouraged to wear regalia, but conventional jacket, dress shirt and tie are perfectly acceptable.
5. Ensure that the Service of Tribute book, which is to be presented to the family, is filled out properly.
6. A proper eulogy should be given - preferably by the most competent speaker available who knew the deceased. The following subjects should be covered: Moose History (length of membership, service to the lodge and other units of the Order), service to the Community and Church and mention of survivors, wife, children, etc. This should be personalized; not just a reading of the obituary from a newspaper.
7. Long-stem flowers should be held by each participant in the ceremony, and by as many attending members of the Lodge as possible. At the conclusion of the

ceremony, they are to be placed (at preference of the family) atop the casket, in the casket, or in an immediately adjacent vase. If a casket is not present, they can be placed next to remains, portrait or a location of the family's choosing.

8. The Service of Tribute Book is presented to the family of the departed member at the conclusion of the service.
9. Use of the following floor plan, is suggested if space permits, at the funeral home.
10. Where the term "Brother" is used to refer to the departed, substituting his highest earned Degree such as Moose Legionnaire, Fellow or Pilgrim may be used. Brother may be used as written and degree recognition could be included in the eulogy.
11. The graveside service is optional. If it is not performed – those pages should then be left out of the final copy of the book that is presented to the family of the departed.

Note: These instructions should not remain in the presented copy of the book.

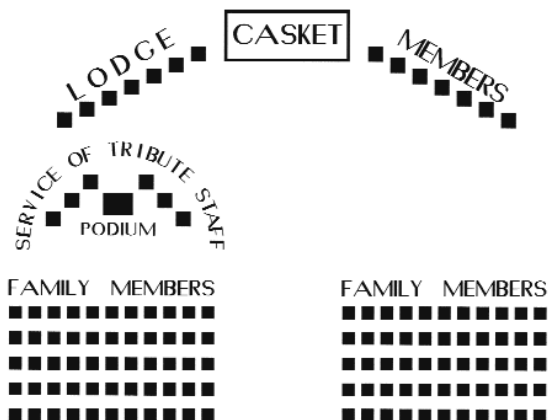


DIAGRAM NO. 4



Loyal Order of Moose

Service of Tribute



SERVICE OF TRIBUTE

For

Name

Date

TRIBUTE STAFF

PARTICIPANT 1:

In memory of a departed Brother, members of the Loyal Order of Moose perform a Service of Tribute if requested by the family. We will now proceed with the Service of Tribute for Brother:

(First and Last Name)

PARTICIPANT 1:

*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 preparest a table before me in the
Presence of mine enemies;
Thou anoinest 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.*

PARTICIPANT 2:

Let us pray.

Heavenly Father, we are reminded of the frailty of human life, for we have again been called into the presence of death.

Brother _____ has been called from this life, and our Defending Circle is broken.

To our mortal vision all around us is darkness, and so we turn to You, source of all life and light, for comfort and for aid. Help us realize our dependence upon You. Assist us today as we share the loss of our Brother, that we may comfort his loved ones. Please assure them of Your wisdom and Your loving-kindness, that they may say with us: Thy will be done. Amen.

DELIVERY of EULOGY and GUEST SPEAKER(S) IF SCHEDULED

EULOGY

EULOGY

PARTICIPANT 3:

Our Defending Circle is broken. It is a Circle of Brotherhood. We have built a great fraternal society upon the precepts of Purity, Aid and Progress, and have seen in it the realization of our goal. We placed each member in this Defending Circle so it would shield those within. Only yesterday we let our thoughts dwell on that Circle, and our hearts felt pride and exaltation, but today the Circle is broken and we stand helpless in the presence of death. We realize how temporary is the life of man. Now we can only pray that You who watch over us will forgive our mistakes and faults, and that You will, because of the dedication that built it, find our Circle worthy.

PARTICIPANT 4:

Yes, our Defending Circle is broken. Nevertheless, our departed Brother shall continue to be in our thoughts. God in his wisdom gives to us the ability to remember those who have left this life. He also helps us to realize that, through faith and devotion to Him, eternal life is possible.

The fraternal example of Brother _____'s
(Last Name)

service shall be appreciated forever. Through his dedicated membership, he furthered our fraternity's service to children in need at Mooseheart in Illinois; to our senior members in their retirement years at Moosehaven in Florida; and to not only our own community, but to communities all over our domain. Yes, he has now passed from this life into eternity. But, he shall continue to live in our thoughts. We remember him as he stood in our Defending Circle proclaiming his dedication to Brotherly kindness that would unite all mankind in this life.

PARTICIPANT 5:

Death is not to be feared. Our Heavenly Father is the author of life and all that is in it. Brother _____
(Last Name)

celebrated that life to its fullest, in countless kindnesses and in examples of service to his Brothers and their families. Death now provides him with a peaceful sleep. It is a great mercy, a serene rest from the struggles of life. His death is but a separation, a journey to an unknown shore; a journey which all of us too must take when this life has reached its end. His memory is indelibly etched in our hearts and minds. We shall move forward in the good, and onward in the right, as he did in his mortal days. May our Brother rest in peace.

PARTICIPANT 6:

Let us pray.

Almighty God, we come to You in this hour of sorrow. May Your tenderness and compassion touch the hearts of all who have gathered here, especially the family of Brother _____ . Comfort us in
(First and Last Name)

our sorrow and strengthen our trust and faith in You. Heavenly Father, help us to conform our lives to Your divine will, that we may exemplify Your good works and glorify Your name. Give us the strength to bear this burden Your wisdom has placed upon us. Make us strong to battle with the temptations and struggles of this life, so that when our day has come, we too may be gathered into Your presence.

This we ask in Your name. Amen.

PARTICIPANT 1:

Now, O Heavenly Father, with these flowers, symbols of immortality, we commit our Brother to Your loving care.

(All participants lay flowers either on the casket, place in a vase or wherever the family has indicated; then move in order to the family to express condolences and present Service of Tribute book as a keepsake.)

Special Graveside Service

(If the previous service has been performed at the home of the deceased, the funeral home, the Lodge or at the church, and it is the desire of the relatives of the deceased that the Moose Lodge also officiate at the grave, the following service will be used at the grave:)

(Committee and Members shall form a Semi-Circle.)

PARTICIPANT 1:

Brother _____, we now

(First and Last Name)

commit thy body to its long rest. We are your Brothers, united in a common cause and guided by Purity, Aid and Progress. Though you have passed from us, yet shall you ever live in our memory. Our Defending Circle has been broken, and while we mourn your loss, we shall strive to emulate your virtues.

We deeply and sincerely sympathize with you, the relatives and friends of our departed Brother, in your sorrow and your loss. Though sorrow's load rests heavily upon you, the 23rd Psalm reminds us all that it is the Heavenly Father who, quote "leadeth me beside the still waters, He restoreth my soul" end quote. And it is He who looks down with infinite compassion upon you who mourn today.

PARTICIPANT 2:

Let us pray. Heavenly Father, we come to You in our time of loss, remembering our departed Brother _____.
(First and Last Name)

Let Your tenderness and compassion touch the hearts of all, especially his family and friends. Ease our sorrow and revive anew our faith and trust in You. Father, grant us strength to exemplify the precepts of Purity, Aid and Progress, and make us strong to battle with the evils and temptations of this life, so that when our call is sounded we may be gathered in Your presence.

We ask this in Your name. Amen.

PARTICIPANT 3:

Our Brother, sweet be your rest and happy your awakening. May springtime bring to you its earliest buds and flowers. May summer's last rose linger longest. Though the frost of autumn shall lay the flowers low, the winter shall come to grace this place with peace and stillness. Yet, in another springtime will the flowers bloom again. So, our Brother, when the bright dawn of the world's resurrection shall light the heavens, may this, your body, now laid low by death, come forth in immortal glory, and in the realm above may you join in making our broken Circle again complete. Until then, our Brother, farewell.

MEMBERS - (Repeat) Farewell.

PARTICIPANT 4:

Now, O Heavenly Father, with these flowers, emblematic of immortality, we commit our Brother to Your tender care.

(Place flowers on casket unless national flag or pall covers casket; in such case place flowers at foot of grave or where desired by family.)

(All leave the gravesite in an orderly manner.)

FLOOR POSITIONS FOR MEMORIAL SERVICE

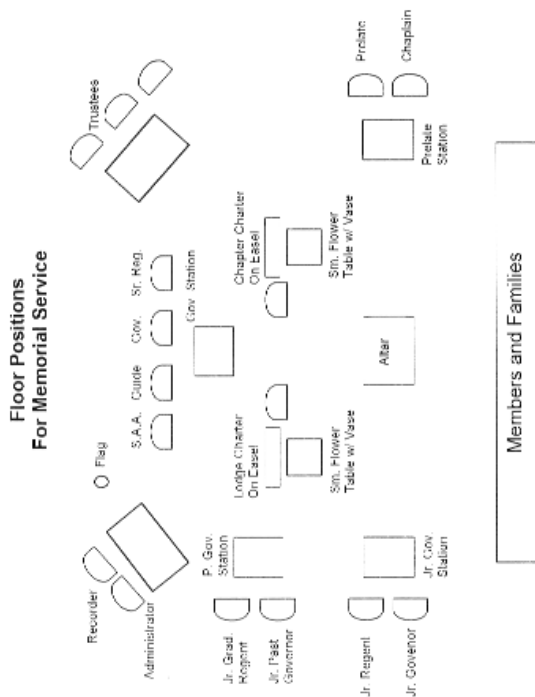


DIAGRAM NO. 5

Memorial Service

Memorial Services shall be held annually, on or about the first Sunday in May of each year. In lodges that have a chapter of the Women of the Moose this should be a joint ceremony, paying respect to departed Brothers and Co-Workers. If the lodge does not have a chapter of the Women of the Moose references to the Women of the Moose should be deleted when the Memorial Service is performed. Every attempt should be made to notify the relatives of departed members and co-workers of the date and hour at which the Memorial Service is going to be performed.

The charter of the lodge and chapter will be placed on easels near the Governor's station (see diagram). The Altar and stations will be placed as at a regular men's lodge meeting, with the addition of chairs for the officers of the chapter alongside of the lodge officers chairs. The Governor will call the meeting to order at the appointed time by giving one rap with the gavel.

GOVERNOR - (*Gives one rap.*) Dear friends, we have gathered here in this place, at this hour for the purpose of remembering and honoring those Brothers and Co-workers who have been called from the Defending Circle of our Order in the past year. Brother Sergeant-at-Arms and Guide please drape our table with a cloth of black, which signifies our sorrow in the loss of our departed Brothers and Co-workers.

(Sergeant-at-Arms and Guide follow instruction and then return to their chairs.)

GOVERNOR - (*Gives two raps.*) Dear friends will you please rise as the Prelate leads us in prayers.

(Prelate moves to Altar - pos. 1)

PRELATE - Let us fold our arms, and bow our heads. Heavenly Father, today we gather to pay tribute to the memories of our departed Brothers and Co-workers; those of our number called to their eternal rest. Grant that their memory may remain with us forever, and that their example

will inspire us to live nobler lives. We ask You to continue to bless the families and loved ones of these our departed friends. Let all that we say and do here, in this Memorial Service, be acceptable in Your sight. Amen.

MEMBERS - *(Respond)* Amen.

(Appropriate music or song may be used at this time.)

GOVERNOR - Brother Sergeant-at-Arms and Guide please escort the Junior Past Governor and Junior Graduate Regent to the anteroom where they each will receive a bouquet of flowers. *(All four Officers remain in ante room until called upon to return.)*

GOVERNOR - Will the Junior Governor and the Junior Regent please come forward and drape their respective charters.

(Junior Governor and Junior Regent come forward and drape respective charters and are then seated next to charters.)

GOVERNOR - Brother Sergeant-at-Arms and Guide will you please escort the Junior Past Governor and Junior Graduate Regent into the lodge room and bring them to a position in front of the draped charters.

(Sergeant-at-Arms and Guide return to the lodge room escorting each, carrying a bouquet of flowers, to a place in front of the draped charters.)

GOVERNOR - *(With Senior Regent at his side. Soft appropriate background music may be played during the reading of the names and the presentation of the flowers.)* In loving memory we call the names of those who have departed from our Defending Circle since we have last met.

(As Governor and Senior Regent read names, the Junior Past Governor and Junior Graduate Regent will hand a flower to

the Junior Governor or Junior Regent to place in a white vase setting on a small table in front of charters. A brief response of 2 or 3 sentences may be made by the Governor or Senior Regent concerning honors received by the deceased, immediately after person's name is called.. After names are read, all four will return to stations and are seated.)

GOVERNOR - The memories of those departed Brothers and Co-Workers are treasures to be cherished forever. Today, we have once again assembled to show due respect to these members of our lodge and chapter, who were known and loved by us all.

SENIOR REGENT - The natural process of life leads us all inevitably to the reality of death. But, dear Brothers and Co-workers we take great comfort in the fact that many sweet memories remain of those who have departed, and their work accomplished while in our midst.

GOVERNOR - Their charity, kindness and generosity we treasure in our hearts. Their fidelity and virtue serve as models for us to follow. Their independence, and courage we acclaim today, and to all. For death serves only to remind us that our time too is fleeting, and that while we live, we remain steadfast to the precepts of our Order.

Today, may we be mindful that life and death must be faced with courage. Today may we be mindful that the exhilaration in life must be balanced with humility and that sadness of death must be balanced with hope.

When we too face the inevitable moment of death, may the faces of those we love and who love us fill our hearts? For it is in the lives that remain, that our spirit lives on.

GOVERNOR - (Gives two raps) Dear friends, will you please rise and stand with folded arms and bowed heads as the Chaplain leads us in prayer.

(Chaplain moves to Altar position 1)

CHAPLAIN - Divine Father, we thank You for the opportunity we have shared today as You have permitted us to gather in tribute to our departed loved ones. May we continue to recall with admiration and affection their names and may we continue to see through the blessing of memory, their faces. We ask You to continue to bless the families of each departed Brother and Co-worker. Grant us the strength to courageously endure the trials of life. Grant us the wisdom to fearlessly seek You and serve You as long as we live. Amen.

MEMBERS - *(Respond)* Amen.

GOVERNOR - *(Gives one rap)* Please be seated. On behalf of Lodge _____ and Chapter _____, we sincerely thank you for joining with us in memory of our departed Brothers and Co-workers. If any family members or loved ones would come forward after the ceremony is concluded we would be honored to present you with a memorial flower, symbolic of the loving memory that we share with you.

(Governor and Senior Regent will present flowers after meeting is concluded.)

INSTALLATION CEREMONY

Attendance at Installation of Officer's Ceremony is limited to good standing members of the Order. However, family members and honored members of the community may attend at the discretion of the Board of Officers. At the institution of a new Lodge, it is recommended that family members and honored members of the community be invited to attend the Installation of Officers. At all installations, it is permissible to drape the officers' stations, the Altar with its Altar Cloth and to open the Bible. In mid-term, an officer-elect shall be installed by the Installing Officer, who shall use only such portions of the ceremony pertaining to such officer-elect.

The Installation Ceremony shall be held at the last meeting in April of each year, or at a special installation ceremony held prior to April 30th and approved by the Lodge Board of Officers. Newly elected officers will assume office as of midnight April 30th. The Jr. Past Governor (who served as such during the past year) shall be the Installing Officer, or, any Past Governor of the Order, appointed by the Governor, may conduct the installation ceremony.

Before the ceremony, the stations and Altar should be as for a regular lodge meeting with the additional chairs as shown in Diagram 6 on page 74. The Installing Officer should ensure the Prelate (elect) has a copy of this book for the prayer.

INSTALLATION CEREMONY

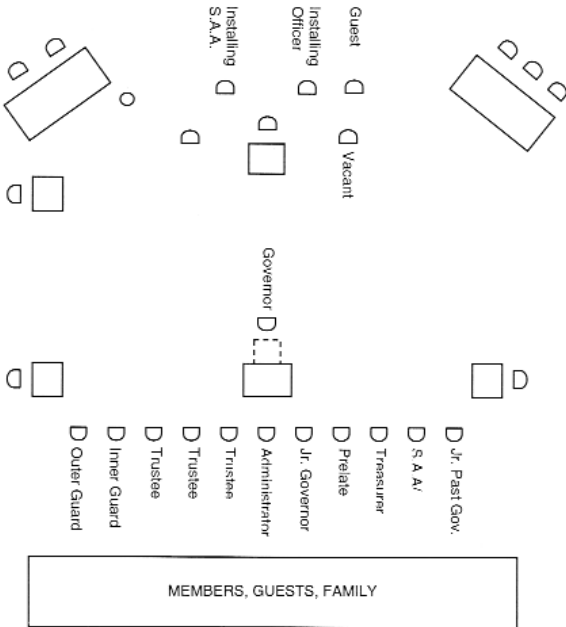


DIAGRAM NO. 6

INSTALLATION CEREMONY For Lodge Officers

GOVERNOR: *(Gives one rap)* Brothers, it is now time to install your elected and appointed officers. I have the honor of introducing _____ (title, if applicable) who will be our Installing Officer.

GOVERNOR: *(Gives two raps)* Everyone will please rise.

GOVERNOR: Brother _____, I hand you the gavel, as a symbol of your authority.

INSTALLING OFFICER: *(Gives one rap)* Everyone will please be seated.

(The Governor takes a seat at the right of the Installing Officer.)

INSTALLING OFFICER: Brothers, I am here for the purpose of installing your elected and appointed officers. Before doing so, it is my duty to determine whether your retiring officers have complied with the Laws of the Order.

Brother Governor, have the Brothers whom _____ Lodge No. _____ desires to install into office for the current year been elected or appointed in strict compliance with the General Laws of the Order?

GOVERNOR: They have.

INSTALLING OFFICER: Is the Lodge in good standing with Moose International?

GOVERNOR: It is.

INSTALLING OFFICER: Will the retiring officers please rise. Please join me in applauding the time, effort and faithful service they have rendered to the membership of this Lodge and to the Order during the preceding year. Thank you for a job well done!

INSTALLING OFFICER: The retiring officers will vacate their stations.

(Retiring officers vacate stations.)

INSTALLING OFFICER: At this time it is my pleasure to introduce Brother _____, who will be assisting as the Installing Sergeant-at-Arms for the ceremony.

(Installing Sergeant-at-Arms will take his place at the Altar.)

INSTALLING OFFICER: The Administrator will call the roll of the officers-elected and appointed and, as each officer's name is announced, he will report to the Installing Sergeant-at-Arms at the Altar and be seated as instructed.

(The officers elected and appointed shall be seated at the Altar, as shown in the diagram.)

INSTALLING OFFICER: Brothers, do any of you have just cause to show why any or all of the officers elected or appointed for this Lodge should not be installed into office? If so, please make it known at this time.

(If any cause should be presented which cannot be satisfactorily adjusted, the Installing Officer shall require the elected or appointed officer to retire from his position at the Altar, and, proceed to install the remaining officers. Immediately following the installation, the Board of Officers shall submit a detailed report covering the cause to the General Governor, and await his decision. Pending the decision of the General Governor, the officer who held the office the preceding year shall remain in office. If he is unable or unwilling to continue in this position, the office should remain vacant until a final decision of the General Governor.)

INSTALLING OFFICER: Since there appears to be no objection to any of the officers elected or appointed, I shall proceed to install them.

INSTALLING OFFICER: *(Addressing officers elected and appointed)* Do each of you accept the office to which you have been elected or appointed? If so answer I do.

OFFICERS-ELECT: I do.

INSTALLING OFFICER: Officers elected and appointed will rise. Place your left hand over your heart, raise your right hand, and repeat after me, using you name where I use mine.

I, _____, — do solemnly promise — that I will faithfully and to the best of my ability — perform the duties of the office — to which I have been elected or appointed. — I will comply with the Laws of this Order — and the bylaws of this Lodge. I will memorize the portion of the Ritual — pertaining to the office I hold. — I will obey all orders emanating from the Supreme Council,— the officers of the Supreme Lodge — and Moose International. — I will remember that — this Family Fraternity is a private organization — whose privileges belong only to its members. — I will promote the Moose fraternal programs — and work to provide — the many membership privileges — promised to our new members — upon their enrollment. — I will promote and support— the programs of the Moose Legion, — and, I will strive to reach — the level of Moose service — that merits advancement to — the Fellowship and Pilgrim Degrees. — I will help lead my Lodge — toward membership and financial progress. — I will deliver to my successor in office, — or to any other legal authority of the Order, — all funds and property in my possession — belonging to this Lodge — or to any other Lodge of the Order. — I further promise — that I will be a leader by example — in the office to which I was elected or appointed. — To all of which I pledge my honor. *(Pause)* You may lower your hands and be seated.

* * * * *

INSTALLING OFFICER: Installing Sergeant-at-Arms, present the out-going Governor at this station.

(Installing Sergeant-at-Arms does as directed.)

INSTALLING OFFICER: Brother _____, you have served this Lodge faithfully as the presiding officer. (*For new Lodge institutions - Brother _____, you have been appointed as the Junior Past Governor of this Lodge.*) You are qualified to act as advisor on matters upon which you will be called to speak, and your attendance at Lodge meetings will assure that the good accomplished under your leadership will continue.

As the Junior Past Governor, you will continue as a member of the Lodge Board of Officers and the House Committee. You are also the Installing Officer of this Lodge until another has taken your place.

As a Past Governor, you are now entitled to membership in the Supreme Lodge when present at its sessions with proper credentials. I now declare you installed as the Junior Past Governor of this Lodge and invest you with the emblem of your office. Installing Sergeant-at-Arms, please escort the Junior Past Governor to his station.

* * * * *

*(Omitted if the Outer and Inner Guards
are not utilized by the Lodge)*

INSTALLING OFFICER: Inatalling Sergeant-at-Arms, present the Outer Guard and Inner Guard at this station.

(Installing Sergeant-at-Arms does as directed.)

INSTALLING OFFICER: Brothers _____, it is your duty to greet each Brother as he enters the Lodge, and to make the members of this Lodge, as well as visiting Brothers, feel a sense of welcome. Likewise, it is your duty to maintain decorum inside and outside the Lodge room door, and to see that no one but those qualified enter the Lodge room. You shall also perform all other duties required by the Laws and Ritual of the Order. I now invest you with the emblems of your office and declare you duly installed. Installing Sergeant-at-Arms please escort the Inner and Outer Guards to their stations.

* * * * *

INSTALLING OFFICER: Installing Sergeant-at-Arms, present the Sergeant-at-Arms at this station.

(Installing Sergeant-at-Arms does as directed.)

INSTALLING OFFICER: Brother _____, you are under the direction of the Governor. You shall assist members, visitors, or latecomers in making proper entry into the Lodge room. You are the custodian of Lodge paraphernalia and shall properly arrange it for all meetings and special functions, and immediately remove the paraphernalia after each function. You shall perform such other duties as may be designated by the Ritual or required by the Governor. I now invest you with the emblem of your office and declare you duly installed as Sergeant-at-Arms. Installing Sergeant-at-Arms, please escort the Sergeant-at-Arms to his station.

* * * * *

INSTALLING OFFICER: Installing Sergeant-at-Arms, present the Trustee(s)-elect at this station.

(Installing Sergeant-at-Arms does as directed.)

INSTALLING OFFICER: Brother(s) _____, the proper operations of this Lodge will depend on your attention to duty. You shall take an inventory of all physical property of the Lodge once a year and deliver your report to the Governor. You shall examine and approve all bills, and report your recommendations regarding payment to the Lodge and House Committee. You shall compile an inventory of House Committee merchandise for resale monthly, and deliver report to the Administrator. You shall perform all other duties required by the Laws of the Order or by the Lodge. The members of this Lodge are confident in your abilities to perform these special duties. I now invest you with the emblem(s) of your office and declare you duly installed as Trustee(s) of this Lodge for the term to which you have been

elected. Installing Sergeant-at-Arms, please seat our new Trustee(s).

* * * * *

INSTALLING OFFICER: Installing Sergeant-at-Arms, present the Treasurer-elect at this station.

(Sergeant-at-Arms does as directed.)

INSTALLING OFFICER: Brother _____, you, along with the Administrator and Governor shall be a custodian of all securities. You are the Treasurer of this Lodge Corporation and authorized to sign all checks ordered paid by the Lodge or House Committee. You shall receive from the Administrator all deposit slips showing deposits made by him in financial institutions in the name of the Lodge, and report this information to the membership at regular meetings. You can ensure the confidence that the members have placed in you by performing your duties with the utmost care and fidelity. I now invest you with the emblem of your office and declare you installed as Treasurer. Installing Sergeant-at-Arms, please escort the Treasurer to his desk.

* * * * *

(IF THE ADMINISTRATOR HAS NOT BEEN PREVIOUSLY INSTALLED.)

INSTALLING OFFICER: Installing Sergeant-at-Arms, present the Administrator-elect at this station.

(Installing Sergeant-at-Arms does as directed.)

INSTALLING OFFICER: Brother _____, you are the Secretary of this Lodge Corporation, and along with the Treasurer and Governor are a custodian for the securities of this Lodge. You shall correctly keep minutes of all meetings of this Lodge and House Committee, maintain accurate financial reports, preserve and file all valuable papers, report all membership records as required, sign all

approved checks and legal documents, and read all correspondence to the Board of Officers, House Committee and Lodge. You shall make timely Financial Reports to Moose International and perform all other duties as required by the Laws and Ritual of the Order. Carefully study all the Laws of the Order, insist your books be audited monthly by the Auditing Committee, and be zealous in your efforts to keep this Lodge in good standing in the Order, so the members may be entitled to the protection provided. Believing your ability and zeal in the discharge of your duties will contribute to the success and prosperity of this Lodge, I present you with the emblem of your office and declare you duly installed as Administrator. Installing Sergeant-at-Arms, please escort the Administrator to his desk.

* * * * *

INSTALLING OFFICER: Installing Sergeant-at-Arms, present the Prelate-elect at this station.

(Installing Sergeant-at-Arms does as directed.)

INSTALLING OFFICER: Brother _____, you are a member of the House Committee and the Auditing Committee, and shall perform all other duties as required by the Laws and Ritual of our Order. It will be your duty to invoke the blessing of the Almighty Father in our services and ceremonies. You will promptly contact or visit the sick and be as helpful as possible to the needy and distressed and make a report at each Lodge meeting. Let your conduct and demeanor be such as to instill the spirit of purity, providing an example for all members to follow. I now present you with the emblem of your office and declare you duly installed as Prelate. Installing Sergeant-at-Arms, please escort the Prelate to his station.

* * * * *

INSTALLING OFFICER: Installing Sergeant-at-Arms, present the Junior Governor-elect at this station.

(Installing Sergeant-at-Arms does as directed.)

INSTALLING OFFICER: Brother _____, you are Vice-President of the Lodge Corporation, a member of the House Committee and shall perform all duties required of you by the Laws and Rituals of the Order. You will assist the Governor in preserving order and decorum in the Lodge and, in conjunction with him, inspect all votes on applicants when warranted. In the absence of the Governor, you will preside over the deliberations of this Lodge with full authority to perform his duties and responsibilities. It is with pleasure that I invest you with the emblem of your office and declare you duly installed as Junior Governor. Installing Sergeant-at-Arms, please escort the Junior Governor to his station

* * * * *

INSTALLING OFFICER: Installing Sergeant-at-Arms, present the Governor-elect at this station.

(Installing Sergeant-at-Arms does as directed.)

INSTALLING OFFICER: Brother _____, I welcome you to the station of Progress. You are the President of the Lodge Corporation and shall preside at all meetings of the Lodge and House Committee. It shall be your duty to preserve order, apply and enforce all the Laws of the Order, and decide parliamentary questions. You, along with the Administrator and Treasurer, are a custodian of all securities and authorized to sign all approved checks. You are a member of all committees of the Lodge, and you must, at the first regular Lodge meeting, appoint the chairman of all prescribed standing committees. While you are Governor, this Lodge should show an increase in active membership and an increase in net assets. Listen with respect to the opinion of your Brothers and, in making decisions, remember

that your own feelings or interests must have no weight. The Lodge membership should be harmonious, diligently promoting our purposes and enthusiastically engaged in furthering our fraternal objectives. Upon completion of your term of office, you become a Past Governor of this Lodge, which entitles you to membership in the Supreme Lodge when present at its sessions with proper credentials. A distinctive honor has been conferred upon you by the members of your Lodge. It is my pleasure to now invest you with the emblem of your office. I declare you duly installed as Governor of this Lodge. Installing Sergeant-at-Arms, please escort the Governor to a place on my left.

(Governor stands at left of Installing Officer.)

INSTALLING OFFICER: By the authority vested in me as Installing Officer, I now declare the officers of this Lodge duly installed.

(Installing Sergeant-at-Arms returns to his chair and remains standing.)

INSTALLING OFFICER: *(Gives two raps.)* Everyone will rise. Brother Prelate, you will ask the blessing of the Almighty Father.

PRELATE: *(At Altar)* Let us fold our arms and bow our heads. Almighty Father, we ask You to watch over these officers, to whom the leadership of this Lodge has been committed. Implant in their hearts the spirit of Fraternal service, instill wisdom into their decision making, and direct them toward greater contributions to the humanitarian efforts of our Order. We especially ask for peace and harmony to prevail in this Lodge, and that prosperity and good health be granted to every individual member and his family. We ask these things in Your name. Amen.

MEMBERS: *(in concert)* Amen

(Prelate returns to station)

INSTALLING OFFICER: Brother Governor, I now

present to you the gavel, the symbol of your authority. *(Hands gavel to Governor)* Never let it fall in anger, but wield it firmly and with discretion.

INSTALLING OFFICER: Brothers, let us greet our new Governor with a round of applause.

GOVERNOR: *(Gives one rap)* Everyone will be seated.

(Installing Officer returns to his chair and is seated and Governor proceeds with the regular order of business, or with the program.)

MOOSEHEART FOUNDERS DAY CEREMONY

While it is appropriate for the Governor and Senior Regent to deliver the portions indicated, of greater importance is that the narration be delivered by the most effective male and female speaker available in your Lodge and Chapter.

The Mooseheart Founder's Day Ceremony shall be held on October 27 of each year.

GOVERNOR: Throughout our fraternity, October 27th has long been recognized as Mooseheart Founder's Day. On this date each year, our members are asked to pay tribute to James J. Davis – the man whose vision and determination breathed new life into a Moose fraternity that was struggling for survival during the early 20th century. His efforts would quickly thrust the Loyal Order of Moose – and later the Women of the Moose – through a period of incredible growth – and would define the great purposes for which our Order exists.

Today, more than 100 years from the very day he was enrolled into the fraternity, it is Jim Davis's vision that remains the bedrock on which the Moose fraternity continues to stand. We seek to contemplate Davis's fraternal legacy on this occasion. But first, as we acknowledge that true fraternalism can only operate in a free nation, let us all stand, salute our flag and *recite the Pledge of Allegiance* (Canadian Lodges will substitute the singing of "O Canada").

SENIOR REGENT: The Moose fraternity acknowledges and embraces the reality of a higher power. It is therefore fitting that we open this ceremony with prayer. Please fold your arms and bow your heads.

LODGE PRELATE *or* CHAPTER CHAPLAIN: Lord, it is with humility that we come before You on this occasion. Our leaders were fallible men and women in times past, just as we are today. But they knew then, as we know now, that so long as we are blessed with Your divine guidance, we cannot falter. As we recall the legacy of James J. Davis, we ask that You give

us the strength and determination necessary to be of service to our fellow man. We pray this in Your name. Amen.

SENIOR REGENT: He was born in Wales on October 27th 1873 into a home of very limited means. The struggles of the times and the opportunities in America prompted his parents to sail across the Atlantic when he was just 8 years old. The family settled near Pittsburgh, Pennsylvania, where his father found employment in the steel mills. At the age of 11, young Davis began working as his father's assistant by the blast furnace; he qualified for the grown-up position of iron puddler by age 16.

In 1893, he moved west to Elwood, Indiana, where he became active in the labor-union movement during his tenure in a tinplating mill. Respect earned from his peers, combined with an ease in working with people, led the ambitious Davis to government service. In 1902, he was elected Recorder for Madison County, Indiana at the age of 29.

GOVERNOR: Four years later in 1906, Davis's life, and the history of the Moose fraternity, were profoundly changed – both for the better. On October 27 of that year, the night of his 33rd birthday, Davis was enrolled into the Loyal Order of Moose as its 247th member at the smallest national convention in the fraternity's history, in Crawfordsville, Indiana. Wasting no time, Davis that night shared his great idea on how to build the Order – the vision that would quickly become the blueprint of the modern Moose fraternity.

SENIOR REGENT: He recalled to them his haunting memories, as a Pennsylvania boy in the 1880s, of having to deliver horrible telegrams to families informing them that their husband and father had been killed in a steel-mill accident – and of seeing that same family soon plunged into destitution, because it had no resources; no plan for support after the breadwinner's premature death. Why couldn't a fraternal order of working-class men pool its resources to create what he called "*a happy city where the children of their stricken comrades could be sent to school*"

together—there to learn that . . . the fatherless are fathered, by all men whose hearts have heard their cry!”

GOVERNOR: Indeed, Davis wondered, with enough members, why couldn't a fraternal order make such a plan a successful reality for all its members? Why couldn't they create a place where the children of Moose members could be housed, clothed and fed; a place where they would receive the education and vocational training needed to succeed in the workplace; a place that would offer safety and security in their time of most desperate need?

His new fraternal brothers agreed. So Davis, with the new title of Supreme Organizer along with some hand-selected assistants, started across North America to introduce their ideas to groups of men in all corners of the continent. Their only tools of persuasion were their speaking abilities and a few printed letters and handbills. Even with these primitive forms of mass communication, interest in the Loyal Order of Moose was swiftly on the rise. The impressive Davis was making such progress that by 1909, with membership having grown to more than 30,000, he was named the fraternity's first Director General.

SENIOR REGENT: After three long years of grit and effort, Davis felt that the time was right to start the wheels in motion toward a “City of Children” for the growing membership of his fraternity. He felt that the children needed more than simple food, clothing and shelter; they must also be educated and trained so that they would have a chance at least equal to other young men and women following high school graduation. During the 1910 convention in Baltimore, Davis was able to gain the unanimous support of the convention delegates despite the fact that there were few details on how his dream would become reality.

Davis and his associates returned to the road in an effort to keep their momentum moving forward. By 1913, thanks in great

part to Davis's strong leadership and his desire to establish programs vital to his fellow man, the Loyal Order of Moose had grown from 247 members, when he started his crusade, to over 400,000. He had enabled the fraternity to finance the purchase and construction of his "City of Children" west of Chicago, a place that even today holds a special place in the hearts of its members. On July 27, 1913, the vision became reality when Mooseheart, "The Child City", was dedicated.

GOVERNOR: In the years that followed, Jim Davis re-entered the world of politics. He served as Secretary of Labor under Presidents Harding, Coolidge and Hoover. He was elected to the United States Senate in 1930, representing the Commonwealth of Pennsylvania. He served in that capacity until his retirement in 1945.

He had emigrated to the United States as a small boy, labored in steel mills through his teenage years and entered public service in his early 20's. He joined a fraternal organization on the brink of extinction as a 33-year-old visionary, then willed and worked it into success. He had built Moose membership from a few hundred members in 1906 to 750,000 by the time of his death in 1947.

SENIOR REGENT: Despite all of these accomplishments, it is Mooseheart, the still-flourishing "happy city" of 1,000 acres, from which nearly 12,000 young people have emerged to a more confident future, that continues to be the crowning achievement in the life of James J. Davis.

During the Child City's first few years, Mary Putnam Hart, the talented wife of Mooseheart Board member Albert Bushnell Hart, penned what has since been sung as Mooseheart's "Alma Mater." Please join me in singing *Mooseheart the Happiest*.

*We come from the prairies, we come from the hills
From cities of toilers in furnace and mills
From Northland to Southland, from river to sea
Humanity sends, and confides us, to thee*

(Chorus)

Mooseheart, oh Mooseheart, we'll roll thy name along

From ocean to ocean in glad melodious song

Till ringing in triumph, from East to golden West

*The chorus re-echoes: Mooseheart, oh Mooseheart,
the happiest.*

SENIOR REGENT: The career of James J. Davis is a testimony to the traits that define members of the Loyal Order of Moose: character and strength of purpose, tireless effort, the desire to serve others, and love and compassion for those entrusted to our care. Each year, Mooseheart Founder's Day allows us to properly reflect on the difference that one man or one woman can make – and asks us to renew our devotion to the ideals and purposes of the Loyal Order of Moose and the Women of the Moose.

GOVERNOR: Before we conclude this ceremony, the Lodge Prelate (*or* Chapter Chaplain) will lead us in prayer. Please fold your arms and bow your heads.

LODGE PRELATE *or* CHAPTER CHAPLAIN: Lord, we continue to acknowledge Your supremacy, Your glory and Your wisdom. We pledge to You, on this occasion, that we shall always seek to practice Moose fraternalism for the benefit of those less fortunate than ourselves. This we promise and pray in Your name. Amen.

SENIOR REGENT: We thank you for your attendance this evening. May this ceremony serve as a constant reminder of all that has been made possible by the fraternal dedication of the men and women of the Moose.

(END)



Questions may be directed to:

Moose International
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Mooseheart, IL 60539

630/966-2227