**Installation ceremony by outgoing president**

**Outgoing President:** Ladies and gentlemen, I will now install the individuals who have been elected to serve as officers of this chapter during the next year.

Will the secretary please call the names of the newly elected officers and will those individuals please come forward as his or her name is called.

(The outgoing secretary reads aloud the names and offices of the newly elected officers. Each comes forward as his or her name is called.)

**Outgoing President:**

Officers-elect, the members of the \_\_\_\_\_\_\_\_\_\_\_\_ Chapter of the Military Officers Association of America have shown confidence in you by electing you to your respective offices. Do you accept the office to which you have been elected?

**Officers-Elect:** I do.

**Outgoing President:** Are you ready to receive the oath of office?

**Officers-Elect:** I am.

**Outgoing President:** Please raise your right hand, and repeat after me: “I accept the office to which I have been elected. I will perform the duties of that office to the best of my ability and will, in all my actions, strive for the good of the chapter. I will uphold and enforce the chapter’s bylaws and will promote the purposes of the Military Officers Association of America. All of this I now affirm in the presence of the members here assembled and before God and the flag of my country.”

Please lower your hands.

Officers-elect, I now install each of you into the office to which you were elected and ask each of you to be faithful and diligent in discharging the responsibilities of your office.

**(Optional) Outgoing President:** Chaplain, would you ask for God’s blessing on this chapter and its officers?

**Chaplain:** Would you please rise?

Let us pray: “Eternal God, you have instructed us that we have to be leaders, that we must be servants of all and endeavor to meet the needs of others. Look with favor, we pray, upon these your servants whom we have elected and whom we now install as officers of our organization. Amen.”

**Outgoing President:** Thank you, Chaplain.

Mr. President, the chapter is now in your charge. I now give you this gavel as a symbol of your authority and responsibility.

Ladies and gentlemen, I declare the elected officers of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chapter have been duly installed for the next year. Will you all please join me in a round of applause for your new officers?

**Installation ceremony by distinguished guest**

**Outgoing President:** Ladies and gentlemen, it is now my privilege, as my final official act, to introduce our distinguished guest, \_\_\_\_\_\_\_\_\_\_\_, who will install the individuals who have been elected to serve as officers of this chapter during the next year.

(The outgoing president leaves the lectern and takes a seat.)

**Installing Officer:**Will the secretary please call the names of the newly elected officers and will they please come forward?

(The outgoing secretary reads aloud the names and offices of the newly elected officers. Each comes forward as his or her name is called.)

**Installing Officer:** Officers-elect, the members of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chapter of the Military Officers Association of America have shown confidence in your abilities by electing you to your respective offices. I now ask each of you, do you accept the office to which you have been elected?

**Officers-Elect:** I (we) do.

**Installing Officer:** Please raise your right hand, and repeat after me: “I accept the office to which I have been elected. I will perform the duties of that office to the best of my ability and will, in all my actions, strive for the good of the chapter. I will uphold and enforce the chapter’s bylaws and will promote the purposes of the Military Officers Association of America. All of this I now affirm in the presence of the members here assembled and before God and the flag of my country.”

Please lower your hands.

Officers-elect, I now install each of you into the office to which you were elected and charge each of you to be faithful and diligent in discharging your responsibilities.

(Optional) Installation Officer: Chaplain, would you please ask for God’s blessing on this chapter and its officers?

**Chaplain:**Would you please rise?

Let us pray: “Eternal God, you have instructed us that we have to be leaders, that we must be servants of all and endeavor to meet the needs of others. Look with favor, we pray, upon these your servants whom we have elected and whom we now install as officers of our organization. Amen.”

**Installation Officer:** President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, the chapter is now in your charge, and I give you this gavel as a symbol of your authority and responsibility.

Ladies and gentlemen, the elected officers of the chapter have been duly installed for the next year. Will you all please join me in a round of applause for your new officers?

At this time, I would invite the old and the new presidents to exchange pins and then offer the new president the opportunity to make some comments.