

SAMPLE INSTALLATION OF THE DISTRICT DEPUTY

NOTE 1: *This is a generic ceremony for those Associations who do not have one. Please feel free to amend the ceremony as your Association deems necessary.*

NOTE 2: *It is the responsibility of the District Deputy to have his/her collar available at the time of the Installation.*

NOTE 3: *Your Association may substitute the terms Regional Rep, District Rep, etc. in the place of District Deputy.*

INSTALLING OFFICER: "By virtue of the authority vested in me, I shall now proceed with the Installation of the _____ (***province***) District Deputies. I hereby appoint Brother/Sister _____ to act as the Assistant Installing Officer. The Assistant Installing Officer will retire to the ante room and escort the District Deputy elects into the Lodge Room."

(The Assistant Installing Officer will escort the District Deputy elects into the Lodge Room and direct them to form lines in front of the Altar.)

ASSISTANT INSTALLING OFFICER: "Worthy Installing Officer, the District Deputy elects are in their proper places and await your instructions."

INSTALLING OFFICER: (***-O-O-O-***)

(The Installing Officer advances to the Altar and addresses the District Deputies as follows):

"Brothers and Sisters, the recommendation of your appointment as District Deputy of the District to which you have been elected has been approved by the _____ Elks Association. Do you signify your willingness to accept the Office to which you have been chosen? If so you will answer 'I Do'."

(The District Deputies are then placed in the position of the Obligation.)

GRAND INSTALLING OFFICER: "You will state your name and repeat after me: I, _____, do willingly and voluntarily assume the office to which I have been chosen. I promise to fulfil the duties of my office, to deal honorably at all times with the Order, to promote the interests of the Order and to increase its membership. I do further declare that at the end of my term of office, I will deliver all property that may be or shall come into my possession, to the duly authorized representative of the Order. All this I promise to fulfil to the best of my ability."

(The Installing Officer returns to his/her Station and seats the Assembly. The District Deputies will resume their places in line and the Installing Officer then addresses the District Deputies as follows):

"Worthy District Deputies, you have been appointed by the _____ Elks Association as a Deputy of your District. You are therefore to carefully and diligently, discharge your duties as such, in all matters coming within your jurisdiction and to observe and follow such orders and directions as you shall receive, from time to time, from the Provincial President."

"You have been honoured in this selection by your Brothers and Sisters, who, having special trust and confidence in your ability, good conduct, and loyalty to the Order, have selected you for this high Office."

"I would like to remind you that the _____ Elks Association By-laws and Regulations of the Elks of Canada Constitution set forth completely the duties of your Office, and it is essential that you study carefully these sections in particular, and the Elks of Canada Constitution in general, so as to make yourself completely familiar with the Laws of the Order."

"In addition to regular reports prescribed in your duties, you are further charged to keep the Provincial President and Provincial Association, fully informed of any special or unusual circumstances within your District."

"The dignity with which it is expected you will conduct the Ceremonies of your Office, and your exemplary conduct within the Order and in public, will react with credit to the _____ Elks Association and Grand Lodge, with honour to yourself and will gain the interest of your fellow members."

"Worthy District Deputies, guard well the interests of your Districts. Encourage the institution of new Lodges, promote increased membership and keep a watchful eye on the welfare of the Lodges within your jurisdiction. Then, at the end of the term for which you have been appointed, you will deserve and receive the plaudit, 'Well done thou good and faithful servant'."

INSTALLING OFFICER: (-O-O-O-)

"Now, by virtue of the authority vested in me as Installing Officer, I declare the District Deputies of the _____ Elks Association, regularly installed for the ensuing term, or until their successors shall have been appointed and approved."

CHAPLAIN: "And now to the Beneficent Author and Giver of Life, and Designer of all material things, we offer a tribute of praise. Impress us with the ceremonies of this hour. Bless the objects and labours of this convocation, direct all our efforts aright, and to Thee we will ever render grateful songs of love and praise. AMEN." *(All repeat Amen.)*

(The Installing Officer will proceed as per diagram. As each District Deputy is introduced by his/her Provincial President he/she will take one step forward where he/she will be invested with the Regalia of his/her Office and congratulated, etc., in the usual manner. He/she will then return to his/her place in line.)

