



## Official FFA Ceremonies - Closing Ceremony

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Official FFA ceremonies are a source of pride, identity and tradition among FFA members and chapters. Ceremonies emphasize the purpose of meetings, the duties of officers and the significance of recognition given to individuals.

All official FFA ceremonies are to be memorized, rehearsed and conducted with pride and dignity. A "walk-through" in the room where the meeting, banquet or special function is to be held will ensure a smooth performance if proper physical arrangements are complete and all parties know their responsibilities and speaking assignments. Never forget that you and your chapter are on display. Your performance should reflect sincerity and leadership.

Use correct terminology according to gender. For example, use "madam president" in addressing a female president. Often it is possible to replace gender specific terms with non-sexist language, i.e. Mary Smith presiding; Fred Jones presiding.

### Closing Ceremony

When the business at hand has been disposed of or an appointed time for closing has arrived, the procedure is as indicated below.

**President:** "Mr./Mdm. Secretary, do you have a record of any further business which should now be transacted?"

**Secretary:** (Rises, replies and is seated.) "I have none, Mr./Mdm. President."

**President:** "Does any member know of any new or unfinished business which should properly come before this meeting?" (If no answer, proceed as follows.)

"We are about to adjourn this meeting of the (chapter, district, etc.) FFA .(chapter, district, etc.)

As we mingle with others, let us be diligent in labor, just in our dealings, courteous to everyone, and, above all, honest and fair in the game of life. Fellow members and guests, join me in a salute to our flag."

*(Taps three times with gavel to call members to stand, face the flag at the reporter's station, and with their right hands over their hearts, repeat the following pledge.)*

**All in unison:** "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."

**President:** "I now declare this meeting adjourned." *(Taps once with gavel and the meeting is adjourned.)*

*(The secretary may call the complete roll if necessary and report on that basis. However, it is a time-consuming procedure for a local chapter when all members' names are in the Secretary's book where they can be quickly consulted and checked beforehand.)*