## **INSTALLATION CEREMONY FOR STATEAPPA OFFICERS FOR YEAR**

**Assemble the Incoming Officers**

**Will all Incoming Officers of STATE APPA please come forward after I call your name, as well as the position to which you have been appointed**.

* + - **NAME, INSTITUTION** – **President**
		- **NAME, INSTITUTION** – **President-Elect**
		- **NAME, INSTITUTION** - **Past President**
		- **NAME, INSTITUTION** – **Secretary**
		- **NAME, INSTITUTION - Treasurer**
		- **NAME, INSTITUTION** – **Director-Education**
		- **NAME, INSTITUTION** – **Director Membership and Vendor Relations**
		- **NAME, INSTITUTION - Small Colleges and K-12 Schools**
		- **NAME, INSTITUTION – Conference Planning**
		- **NAME, BUSINESS PARTNER** – **Business Partner Liaison**

## **Charge of Responsibility to Incoming Officers**

**Election to a position of leadership in any organization is an honor not to be taken lightly. Your fellow members, in electing each of you to your respective offices, have expressed their confidence in you: first, that you are able to discharge your duties with distinction, and secondly, that you are willing to do so.**

**As officers of STATE APPA, you will represent STATE APPA, as well as all individuals in the education facilities profession. Therefore ....**

*(pause)*

**...do you promise to represent your members with confidence and distinction as you advance education and educational facilities, and as you guide STATE APPA through the coming year? If so, please answer "I will."**

*(Incoming Officers Respond)*

**Incoming Officers, please remain standing.**

## **Charge of Responsibility to Members of the Society**

Will all members of STATE APPA please stand.

**You have heard the pledge of your officers-elect. Unless they have your wholehearted support, they will not be able to fulfill their pledge.**

**Therefore...**

**STATE APPA members ... Do you promise to support your officers as they guide STATE APPA through the coming year , and will you assist them whenever you are called upon to help advance the mission of STATE APPA? If so, please answer "I will."**

***(Audience Responds)***

**Members of STATE APPA, you may be seated. Incoming Officers, please remain standing.**

# (Words of Installation)

**With these two mutual pledges I hereby officially install each of you in the office to which you have been elected.**

# *(pause)*

# (Pronouncement to Audience)

**Members of STATE APPA, I present to you your 2000-2000 STATE APPA Officers!**

**At this time I ask that NEW PRESIDENT, your STATE APPA President to come forward. The Board may be seated.**

NOTE: Fill In All RED AREAS as Required.