

# AGENDA OF ANNUAL INSTALLATION CEREMONY

01	Registration and arrival of the dignitaries	
02	Arrival of the chairman to the head table	
03	Calling Dignitaries to the Head Table	Leo Club President
04	Meeting Call to Order	Leo Club President
05	National Anthem	<b>Video</b>
06	Pledge of Allegiance to the National Flag	
07	Leo Pledge	
08	Introduction of the Head Table	
09	Welcome Address	
10	Outgoing president's address	Leo Club President
11	Inducting new club members	
12	Distribution of Leo pins and Certificates	
13	Installation of new office bearers	
14	Lighting the oil lamp	<b>Music</b>
15	Calling new secretary and treasurer to the head table	Leo Club President
16	Handing over proceedings to the new president	
17	Incoming president's address	Leo Club President
18	Introduction to Guest of honor	
	Guest of Honors address	Guest of Honor
19	Introduction to chief guest	
	Chief guest's address	Chief Guest
20	Presentations to Guests	
21	Open forum / Felicitation	
22	Closing remarks by Leo advisor	Leo Club Advisor
23	Vote of thanks	Leo Club Secretary
24	Termination of installation ceremony	Leo Club President

