

Benevolent and Protective Order of Elks



Word Accuracy

GUIDE

Number _____

WORD GUIDE PAMPHLET FOR ACCURACY

_____ Ritualistic Contest

Date _____

Held at _____ Lodge _____ No. _____

Word Judge _____

INSTRUCTIONS

These instructions are prepared for use during Ritualistic Contests. It is to aid in following the spoken word of the contestant. Except for the title of the speaking Officer and the RAPS, only the spoken words are shown.

Follow the Ritual word for word, and each error shall be marked therein at the time of occurrence.

Any word spoken or omitted by the Candidate shall not be assessed against any Officer.

Contest starts with the initial rap of the gavel by the Exalted Ruler and concludes with the seating of the Esquire. Words spoken before the first rap and after the Esquire is seated are not counted.

Each word omitted shall count as one error. Each word added shall count as one error. Each word transposed shall count as one error for the word added and one error for the word omitted, thus making each transposed word count as two errors.

Pay no attention to use of singular for plural, or vice versa, and no charge is to be made for a word error. This shall be covered by the Judges under Pronunciation.

Each RAP omitted or added by the Exalted Ruler, Leading Knight, Esquire, and Inner Guard shall count as one word error.

Raps given by the wrong Officer shall be noted by the Judges under comments on the Judges Sheet. Failure of an Officer or Officers to repeat "Amen" following the prayer or Obligation shall be noted by the Judges under comments on the Judges Sheet. Following the Contest, the Contest Chairman shall check each Judges Sheet under comments and shall advise the Word Judges of those errors so noted by the Judges.

INSTRUCTIONS FOR MARKING THE WORD ACCURACY GUIDE

1. Strike a straight line through ~~word(s)~~ omitted. Each word counts as one word error.
2. Strike a slanted line through ~~word(s)~~ substituted. Each word counts as two errors.
3. Make checkmark above point where [✓]word(s) are added or repeated. Each word counts as one error.
4. | Make vertical line in front of and a closed parenthesis at the end of a paragraph or sentence (omitted.) Each word omitted shall count as one error.
5. || Make two vertical lines in front of and two closed parentheses at the end of a paragraph or sentence (substituted by another paragraph or sentence.)) Each word substituted shall count as two errors.
6. During Officer movements, (breaks in dialogues) mark the number of word errors for each line in the right column. Add errors for each Officer and circle the total.

At the conclusion of each Contest, total errors committed by each Officer shall be listed on the Official Score Sheet, under the Word Judges' designated and given to the Contest Chairman. The Word Accuracy Guide must be returned to the Contest Chairman.

Rap (By Exalted Ruler)

1

Exalted Ruler: Lodge Esquire, you will retire to the anteroom, prepare the Candidate for Initiation and conduct him/her to the door of the Lodge.

10

12

Rap Rap Rap (By Exalted Ruler)

3

Exalted Ruler: We are about to perform the solemn ceremony of initiation; and, as the impressions produced on the mind of the Candidate are likely to be lasting, I earnestly charge you to observe the utmost decorum during its progress. You will turn off all electronic devices, refrain from smoking, cease conversation, and so deport yourselves as not to disturb the Officers in charge or distract the attention of the Candidate.

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With this reminder of the important work we are about to undertake, I now declare this Lodge ready for Initiation.

14

6

Lodge Inner Guard, inform the Esquire that the Lodge is prepared to receive the Candidate.

13

2

Rap (By Exalted Ruler)

1

(RAP for admittance by Esquire)

1

Inner Guard: Who seeks admission?

3

Esquire: The Esquire, with _____, who desires to become a member of the Benevolent and Protective Order of Elks.

11

7

Inner Guard: Is he/she properly prepared and vouched for?

7

Esquire: He/She is properly prepared and I, as an Elk, vouch for his/her identity.

13

Inner Guard: I will report to the Exalted Ruler.

7

Inner Guard: Exalted Ruler, the Esquire seeks admission with _____, who requests initiation into our Order.

8

6

Exalted Ruler: If he/she is properly prepared and vouched for, admit him/her.

10

Rap Rap (By Exalted Ruler)

2

Inner Guard: The Exalted Ruler bids you enter.

6

Esteemed Loyal Knight: Be Just to your fellow man.

6

Esteemed Lecturing Knight: Ever practice Brotherly Love.

4

Esteemed Leading Knight: Be Charitable to all mankind.

5

Esquire: Exalted Ruler, I present the Candidate.

6

Exalted Ruler: _____, you have been duly accepted by the Members of this Lodge as worthy to become united with them in the noble work to which

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15

E.R. _____

Est. Loyal Knight _____

Esq. _____

Est. Lect. Knight _____

I. G. _____

Est. Lead. Knight _____

this Order is dedicated. Before proceeding further with your initiation, it is necessary for you to take the solemn and binding Obligation of the Benevolent and Protective Order of Elks. In this, I assure you, there is nothing which will interfere with your duty to yourself or your family, or conflict with your religious or political opinions. Are you willing to assume such an obligation?

Exalted Ruler: Do you believe in God?

Rap Rap Rap (By Exalted Ruler)

Exalted Ruler: The Chaplain will lead us in prayer.

Chaplain: Our Father Who art in Heaven, we have gathered as Thy children, to renew our Obligation of Brotherhood. Prosper us in this labor of love. Bless this Candidate, and grant that he/she may become a true and loyal member among us, exemplifying the virtues of Charity, Justice, Brotherly Love and Fidelity. In all our endeavors for good, lead us and all Elks into the green pastures of knowledge, and beside the still waters of peace. Amen.

All Officers except Chaplain: Amen.

Exalted Ruler: Lodge Esquire, place the Candidate in position to assume the Obligation, standing erect, his/her left hand over his/her heart, his/her right hand uplifted above the Altar upon which rest the Holy Bible and the Antlers of Protection.

Esquire: Exalted Ruler, the Candidate is in position.

Exalted Ruler: Please be attentive while I am administering the Obligation.

Exalted Ruler: The Candidate will say, "I," pronounce his/her name in full, and repeat after me: I, _____, in the presence of God and this Lodge of Elks, do solemnly promise and swear that I will never reveal any of the confidential matters of this Order which have been, or may hereafter be, committed to my charge and keeping.

I will support the Constitution, and obey the Statutes, rules and regulations of this Order, and the By-Laws of _____ Lodge Number _____, and those of any other Lodge of which I may hereafter become a member.

I will uphold the Constitution and laws of the United States of America.

I will propose no one for membership in this Order whom I do not sincerely believe to be worthy thereof.

I will ballot for a worthy candidate and against an unworthy candidate when proposed by another.

E.R. _____

Est. Loyal Knight _____

Chaplain _____

Esq. _____

Est. Lect. Knight _____

I. G. _____

Est. Lead. Knight _____

I will not permit any political, sectarian or personal prejudice to influence me 13
 in the slightest degree in the exercise of my right of franchise in the Order. 15
 I will obey any lawful summons sent me by any competent authority of the 14
 Order. 1

I will never apply to the courts for redress in any matter concerning the Order, 15
 without first appealing to the councils of the Order. 9

I will never reveal to anyone, not an Elk, the name of a member asking or 16
 receiving aid or relief from the Order. 7

I will not, directly or indirectly, use my membership in this Order, nor any 14
 emblem, insignia or sign thereof, for business or commercial purposes. 10

I will never introduce into the Order anything of a political or sectarian 13
 character, nor in any way by my conduct bring reproach upon it. 12

I will always protect our Members, their good names and their families; and I 14
 will always respect and defend the purity and sanctity of their homes and firesides. 14

If I break this Obligation, may I wander through the world forsaken; may I 14
 be pointed out as a being bereft of decency, unfit to hold communion with 14
 true and upright members. And may God help me, and keep me steadfast in 14
 this my solemn and binding Obligation in the Benevolent and Protective Order 12
 of Elks of the United States of America. Amen. 9

All: Amen. 1

Exalted Ruler: At ease. 2

Esquire: It is the Hour of Recollection. 6

Exalted Ruler: You have heard the tolling of eleven strokes. This is to remind 12
 us that with Elks the hour of eleven has a tender significance. Wherever Elks 14
 may roam, whatever their lot in life may be, when this hour falls upon the 15
 dial of night, the great heart of Elkdom swells and throbs. It is the golden 15
 hour of recollection, the homecoming of those who wander, the mystic roll 12
 call of those who will come no more. Living or dead, Elks are never forgotten, 15
 never forsaken. Morning and noon may pass them by, the light of day sink 14
 heedlessly in the West, but ere the shadows of midnight shall fall, the chimes 14
 of memory will be pealing forth the friendly message, "To Our Absent Members." 13
 For the instruction of this newly made Member, extend the right hand in token 14
 of the renewal of your Obligation. 6

E.R. _____ Est. Loyal Knight _____ Chaplain _____

Esq. _____ Est. Lect. Knight _____

I. G. _____ Est. Lead. Knight _____

This is to teach you that while you remain faithful to your Obligation, these hands and the hands of every Elk on the face of the earth will be stretched forth to you in a spirit of fellowship and to relieve your distress should you be overtaken by adversity and misfortune. On the contrary, should you prove unfaithful, these same hands will be clenched to drive you from our midst and punish you for your infidelity.

Rap (By Exalted Ruler)

Exalted Ruler: Lodge Esquire, you will now instruct our new Member in the procedures of the Order.

Esquire: The membership card, which will be presented to you by the Secretary, is a means of identification. It shows that you are a member in good standing in this Lodge. You should carry it with you at all times. You are required to present it in order to gain admission to this Lodge, and without it you cannot gain admission to another Lodge.

The hailing sign is made by bringing the hands in one circular movement to a position over the head, palms to the front. It denotes the spreading antlers of an elk. It should be given only in front of the Altar in the Lodge room, while the Lodge is in session or when ordered by the Exalted Ruler.

The civilian salute to the Flag is made standing erect with the right hand over the heart.

A military salute to the Flag may be rendered by Military Personnel, Veterans and First Responders.

The voting sign is made by uplifting the right hand, palm to the front.

The gavel in the hand of the Exalted Ruler is the emblem of authority. One rap (RAP) calls the Lodge to order, or seats it when standing; two raps (RAP RAP) call up the Officers; three raps (RAP RAP RAP) call up the entire Lodge. At the opening of the Lodge, when called upon so to do, you will exhibit your membership card to either the Esteemed Loyal Knight or the Esteemed Lecturing Knight.

If you wish to gain admission to this Lodge when it is in session, you will give an alarm at the outer door, which will be opened by the Tiler. To him/her you will exhibit your membership card. If found correct, you will be admitted to the anteroom, and will then advance to the inner door and give a rap for

E.R. _____

Esq. _____

admission. (RAP on door by Inner Guard) The Inner Guard will open the wicket and to him/her you will give, in a whisper, your name and the name and number of your Lodge. The Inner Guard will report to the Exalted Ruler, at whose direction you will be admitted. You will then advance before the Altar, face the Exalted Ruler and salute him/her with the hailing sign. It will be answered by the Exalted Ruler by a wave of the hand. You will then be seated.

You shall not cross the floor after the Lodge has been opened without permission of the Exalted Ruler, and in no case shall you pass between the Altar and the station of the Exalted Ruler except as Ritual requires during the Initiation, or when so ordered by the Exalted Ruler.

Should you wish to retire while the Lodge is in session, you will advance before the Altar and salute the Exalted Ruler with the hailing sign. When answered by him/her, you will be at liberty to retire.

In visiting another Lodge, in addition to exhibiting your membership card, it will be necessary for you to undergo such examination as may be required by the Esquire.

For your further instruction you will pay strict attention to the dialogue between the Exalted Ruler and myself.

Exalted Ruler: What made you an Elk?

Esquire: My solemn and binding Obligation.

Exalted Ruler: How can you prove yourself an Elk?

Esquire: By exhibiting my membership card.

Exalted Ruler: What are Elks?

Esquire: American citizens who guide their course in life by the cardinal principles of our Order: Charity, Justice, Brotherly Love and Fidelity.

Exalted Ruler: Give the hailing sign.

Exalted Ruler: What does this sign denote?

Esquire: The spreading antlers of protection.

Exalted Ruler: Why were you asked if you believed in God?

Esquire: Because had I not so believed I would not have been permitted to take the Obligation.

Exalted Ruler: What is the motto of our Order?

E.R. _____

Esq. _____

I. G. _____

Esquire: The faults of our Members we write upon the sand, their virtues upon the tablets of love and memory. 13
6

Exalted Ruler: What is the foundation and groundwork of our Order? 9

Esquire: To do unto others as we would they should do unto us. 12

Exalted Ruler: Lodge Esquire, you will now conduct our new Member to the station of the Esteemed Lecturing Knight for further instruction. 11
9

Esquire: Esteemed Lecturing Knight, by direction of the Exalted Ruler, I present this new Member for further instruction. 11
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Esteemed Lecturing Knight: I welcome you to this station which is dedicated to Brotherly Love. Upon our Altar it is symbolized by the Antlers of Protection. The animal from which our Order derives its name is noted for gentleness and timidity. It is strong of limb, fleet of foot, quick and keen of perception. So should we be: quick to hear the cry of distress, timorous of doing wrong and fleet of foot to relieve the unfortunate, thus conforming to the Golden Rule which should govern all mankind. 9
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In this rule, which is the foundation and groundwork of our Order, Brotherly Love finds its perfect expression; and it is best exemplified by practicing the teachings of our motto — “The faults of our Members we write upon the sand, their virtues upon the tablets of love and memory.” It softens the stern realities of life and manifests itself in good fellowship, in sympathy, and in kindness of thought, word and deed. It has smiles and laughter for us in seasons of joy, and it sits with us in the shadow and weeps in the hour of bereavement. It teaches us to scatter flowers along life’s pathway and to speak words of kindness to the living as well as to cherish the memory of the dead. 13
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As we therefore have opportunity, let us do good unto others, for we pass this way but once. We cannot retrace our steps nor call back the days that are gone; but the passing moment is ours long enough to grasp the hand in friendship, to lighten each other’s burdens, to bring rest to the weary, and to comfort those who mourn – this is Brotherly Love. 14
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Lodge Esquire, you will now conduct our new Member to the station of the Esteemed Loyal Knight for further instruction. 14
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Esquire: Esteemed Loyal Knight, by direction of the Esteemed Lecturing Knight, I present this new Member for further instruction. 10
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E.R. _____ Est. Lect. Knight _____
Esq. _____

Esteemed Loyal Knight: Upon the Altar before which you have just assumed 9
the solemn Obligation of our Order, there lies the open Bible. It is the emblem 15
of this station, whose motto is Justice. 7

You have sworn to support the Constitution and comply with the Laws of this 14
Order and the By-Laws of this Lodge. Justice requires that your observance of 13
that Obligation should be full and complete, for the first lesson it teaches is 14
that of duty and obedience to constituted authority. 8

When you have signed our roster and received your membership card the 12
Secretary will present you with a copy of the Constitution and Statutes of this 14
Order and the By-Laws of this Lodge. 7

I charge you to familiarize yourself with their every provision; for, while Justice 13
is not vindictive, it is exacting; and no violation of your Obligation, no failure 14
to perform your fraternal duty, can be permitted to pass this station unnoticed. 13
But the Order of Elks not only exacts from you the strict performance of the 15
duties of membership; it likewise bestows upon you cherished rights and 11
privileges which its whole power and authority will ensure and protect. Should 12
you feel at any time that these rights have been invaded, the courts of the Order 16
are open to you. The decision of its highest tribunal should be accepted as final. 15
Lodge Esquire, you will now conduct our new Member to the station of the 14
Esteemed Leading Knight for further instruction. 6

Esquire: Esteemed Leading Knight, by direction of the Esteemed Loyal Knight, 10
I present this new Member for further instruction. 8

Esteemed Leading Knight: The emblem of this station is the Flag of our Country; 11
and its motto is Charity, the cornerstone of every Elk structure, the highest 13
virtue of every Elk creed. The daily gifts we bestow increase our own riches. 14
The help we extend to those in need is added to our own strength. The witchery 16
of wealth is not in having, but in sharing. The real benefactors of mankind 14
count their store in what is given, not in what is saved. 12

But, as Elks, we teach not alone the charity of alms, but the higher and nobler 16
charity of thought, word and deed. Our whole influence in life is determined 13
by the good deeds we do rather than by the emotions we feel. The kindest 15
feeling may vanish, the best resolve may be forgotten; but the influence of a 14
good deed, honestly and promptly performed, will continue forever. 9

Esq. _____ Est. Loyal Knight _____
Est. Lead. Knight _____

There’s a legend that in olden times a feast was laid on high Olympus for all the gods, and thither each did bear the goddess of his highest choice, until the throng had filled the mountain top.

Wealth and Riches came resplendent in their robes of gold, and Greed and Avarice their companions were. Peace came, and all did wonder that she leant upon the arm of War. Justice and Mercy entered, and between them proudly walked the god of Right. Faith came with Doubt, and Hope entered by the side of Fear.

Thus, each in turn, until at last, uninvited and unattended, came sweet Charity, in flowing robes of purest white, and in her arms she bore a wilderness of flowers, dear tokens of remembrance for them all.

Then Wealth and Riches drew their gorgeous robes aside, while Greed and Avarice protested loudly that one so poorly dressed should royal feast attend. Charity gave them answer soft and mild: “Have I in truth no welcome here, and is there none in all this company who will my companion be? Behold, I bring you sweetest flowers in offering and beg that you accept them from my hand. Royal robes would not befit me well, for what grace I have is not in figure nor in form. True, I come in simple raiment, unannounced, yet Misery and Want await me at the door. I speak to you of their distress, and argue for their cause.”

Whereupon the gods with one acclaim did vote her purest, truest, noblest of all the Graces, ladened her with royal gifts, proffered her a crown and begged that she would sit upon the throne.

But she made them answer, that she sought her throne not among the gods, but in the hearts of mankind; and, commending kindly deeds unto them all, went again upon her way.

This legend teaches us that Charity is the greatest of all the virtues; and that it should ever rule us in our hearts and in our lives, leading us to speak no unkind word, to harbor no evil thought, to bear no malice, to support no wrong; but to nurture, love and protect; to condone, forgive and forget.

Esteemed Leading Knight: Lodge Esquire, you will now conduct our new Member to the station of the Exalted Ruler for final instruction.

Esquire: Exalted Ruler, by direction of the Esteemed Leading Knight, I present this new Member for final instruction. 11
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Exalted Ruler: I welcome you to this station for final instruction. You may well be proud that the Members of this Lodge have deemed you worthy of their confidence. I trust that you may continue to merit their approval, and become a true and faithful member among us. To accomplish this, you must at all times have in mind the solemn and binding Obligation which you have so recently assumed, and I charge you that your highest duty as an Elk is to keep it inviolate. Conscience will not permit you to expunge a paragraph, eliminate a sentence, or evade a responsibility; nor can you lay it aside when you leave the Lodge room, for it must henceforth be your constant guide and faithful monitor. 12
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The cardinal principles of our Order are Charity, Justice, Brotherly Love and Fidelity. Each has been adopted as the motto of a station in the Lodge, Fidelity being the motto of this, the principal station. It is symbolized by the Star which shines above our Altar. 12
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Fidelity implies strict adherence to our Obligation and faithfulness in the discharge of our duty as members of society. 11
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As time runs on, in sun and shade, may you bear with you ever in life's changing course the sense of obligation and of wrong, and in your heart the rapture of a high resolve. 16
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Life's story has been often told, yet all must solve anew its problems for themselves. Our time upon the stage of action is but brief, yet in the drama each must play a part. The character is left for each to choose; a villain if we will, or person of honor, holding high above all things – high as Hope's great throbbing star above the darkness of the dead – respect for virtue, and love of family and home and friend. 14
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'Mid swiftly changing scenes that mark the action of the play, we by each other oft may be aided in our part, or from each other catch inspiration for a high resolve; and to this end exists the Brotherhood of Elks. 14
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The Order of Elks is distinctively American. Linking the destiny of our Order with the destiny of our Country we have made its Flag the symbol of the crowning virtue. 13
15
2

E.R. _____

Esq. _____

Rap Rap Rap (By Leading Knight) 3

Exalted Ruler: Please salute our Flag. 4

As this emblem is first in our hearts as loyal Americans, so is it close to our 17
Altar as loyal Elks. The gentle breezes with lingering caress kiss the folds of 14
no flag which can compare with it in beauty. There is no such red in budding 16
rose, in falling leaf or sparkling wine; no such white in April blossom, in crescent 15
moon or mountain snow; no such blue in woman's eye, in ocean's depth or 14
heaven's dome; and no such pageantry of clustering stars and streaming light 12
in all the spectrum of the sea and sky. 9

In the name of this great Brotherhood, and on behalf of this Lodge, I present 15
you with this, our Flag. Preserve it as a memento of this occasion, and may it 16
ever stimulate you to the performance of your full duty in the preservation 13
and defense of all it represents. 6

Finally, strive diligently that the name of Elk as borne by you may be worthy 15
of an American citizen — one who loves his/her fellow man. 10

Rap (By Leading Knight) 1