



AJAPEU LODGE 2

ORDER OF THE ARROW

(rev. 11Feb2019)

Ajapeu Lodge 2 provides memorable and meaningful demonstrations for Cub Scout Packs and ceremonies for Scout Troops. You can request a demonstration performance or ceremony through our American Indian Affairs (AIA) committee by submitting a Ceremonies Team Request Form on line (see below for more details). Our demonstrations and ceremonies have a Native American theme and are performed in hand-made, period-authentic costume and regalia and are fully scripted by our Ceremonies team.

Cub Scout Demonstrations

As of January 1, 2019, national policy prohibits the OA from wearing regalia (costumes) in Cub Scout Arrow of Light and Crossover ceremonies. In addition, the OA is only permitted to use the scripts approved by the national committee for these 2 ceremonies.

We will continue to perform demonstrations in full regalia prior to Arrow of Light and Crossover ceremonies conducted by Pack leaders and youth. Our demonstrations are designed to enhance your own Arrow of Light or Crossover ceremonies. While we do not typically perform the actual ceremony, our demonstrations create a fun and memorable atmosphere to set up your ceremony. Our period-authentic, hand-made regalia and tailored script are both suitable for Cub Scout-aged youth and respectful to Native American culture.

If requested, we can also perform the actual Arrow of Light or Crossover ceremonies in accordance with national policy using the approved scripts and wearing the Field uniform with our OA sashes.

Scouts USA Ceremonies

There is no restriction on OA ceremonies for Scout Troops. Ceremonies are performed in full regalia with scripts tailored to the ceremony. At this time we can perform the ceremony described below. Other ceremonies will be considered upon request and with sufficient preparation time.

Four Winds Eagle Court of Honor

- This ceremony recognizes very active members of the OA. The Eagle Scout must be a current member of our Lodge and have demonstrated active participation. A separate information sheet will be sent to you. We can customize a ceremony with appropriate advance notice (3-4 months)

Scheduling Your Demonstration or Ceremony

It is important that we receive your request as far in advance as possible but ***no later than 6 weeks before your event***. Depending on the demand, we cannot guarantee that we can fulfill all requests so early scheduling will help in making sure we can be available for your event.

All requests must be made through our online request form which can be found by following this path on the Washington Crossing Council website:

Resources (home page) > Order of the Arrow > Request for Demonstrations at Unit Ceremonies

You must complete all of the information on the request form, especially the contact information for the event coordinator from your unit. Any changes to the original request must be made as early as possible. Our ceremonies are especially impressive when done in an outdoor setting, but we cannot do them in inclement weather as it will damage our hand-made regalia.

What should I include in my request?

Before placing your request for a demonstration or ceremony be certain that you have all the following information at hand. Requests must be made no later than **6 weeks prior** to your requested date.

- Unit Number
- Type of Demonstration/Ceremony being requested
- Event date
- Time you would like the ceremony to start
- Venue information (something that our GPS systems can find)
- Contact Person for our team to reach you (name, phone, email)

IMPORTANT NOTE: *we require a private area where our ceremonialists can change into their regalia and store their personal items. An office, classroom, or side room that can be secured works best. Bathrooms are also OK but should be reserved for our use only.*

What to expect after you make a request

- About a week after receipt of your request, an adult advisor of the Ceremonies Team will contact you by email to let you know that we have received your request.
- This email will confirm the following information:
 - Your request is confirmed and is scheduled on our calendar.
 - We are working on the details to provide you with a high quality demonstration or ceremony
- We depend on our youth members to perform all demonstrations and ceremonies. Many factors affect their availability and we cannot always guarantee that we will have enough ceremonialists for a requested date or location. The more advance notice you give us with your request, the better opportunity we have to plan for your event. Our

intention is to be able to serve all requests but we are unable to control conflicts with other Scouting, school, sports, or home events for our youth members.

- It may take some time to get everything planned on our end, so you may not hear anything further for some period of time. Don't worry, we haven't forgotten you!
- When we have all of our details and planning complete, you will receive a confirmation email that we will be able to perform at your event.
- From the time you get the confirmation email you will not hear from us again until 1-2 weeks before your ceremony when the adult advisor assigned to your event will contact you to confirm your event details and to make the final arrangements.
- However, if **any of the particulars about the event** (date, place, time) change, please contact us immediately by email at ceremonies@ajapeu2.org

We look forward to providing a memorable demonstration or ceremony at your event.

Frequently asked questions

How much room do we need to provide?

We need a minimum of a 10 foot by 10 foot square to set up our equipment. More room makes for a better demonstration or ceremony.

What do we have to provide?

We will provide all of the regalia (costumes and props) and script for the demonstration or ceremony. The requesting unit must provide an appropriate venue and a private, secured area to be used as changing rooms. We can present awards and recognition items, but the requesting unit must provide these. Let us know if there is anything special you want us to incorporate (names, special recognitions, etc.) well in advance so that we can be prepared.

Can we write the ceremony?

Cub Packs – We do not typically perform the actual ceremony as most Packs have their own scripts and conduct the actual ceremony. If you would like the OA to conduct the actual Arrow of Light or Crossover ceremony, we are required to use only the approved scripts as written with no modifications. In addition, the ceremony will be performed in Field uniforms and OA sashes.

Scout Troops - We prefer to perform our own ceremonies because they are scripted and rehearsed ahead of time. If you want to include something special, let us know on your Request Form so we can evaluate whether we can prepare properly and provide a quality performance for your youth.

Can you do an outdoor demonstration or ceremony?

We love to perform outdoors. However, our regalia is all hand-made from natural materials that can be damaged by wet weather so we can't do ceremonies in the rain or snow. If you would like to have an outdoor ceremony, please be prepared to have a back-up plan for indoors.

How far will you travel?

We are limited to doing ceremonies within the boundaries of the Washington Crossing Council. Please feel free to inquire about other locations, but we cannot guarantee that we can accommodate these requests.

Is there a cost or fee?

Our mission is to serve our Council and so there is no fee or cost for us to perform a demonstration or ceremony for your event. If you feel that a donation is appropriate, we will gratefully accept it to invest in maintaining our ceremonial equipment and in creating new pieces. Be assured that our availability to perform at your event is based solely on the demand and availability of our youth. No portion of any donation will be used for personal purposes.

When can I schedule a demonstration or ceremony?

We will perform ceremonies from October 1st through May 31st of each year. For requests outside that time frame, please contact the Ceremonial Team adult advisor.