

Phoenix District Order of the Arrow Ceremony Team Request:

BASIC ORDER OF THE ARROW INFORMATION:

We have a limited number of teams available and it is a first come, first served schedule. We will facilitate smaller packs working with larger packs, or several smaller packs working together, if needed. This is very useful for packs that have not done a ceremony before. If there are multiple packs working together, one will be designated as the lead pack and be responsible for providing a ceremony coordinator.

- The Pack Ceremony Coordinator must arrive at least 1.5 hours before event to provide the Team with a list of names and to set up the arrow order in preparation for the ceremony. Please provide the names in large print on 3x5" cards, and provide phonetic spelling when necessary. Do not attach the cards to the arrows.
- WE DO NOT USE certain regalia in the rain. Salem Lutheran has in indoor area, however Spring Creek Park does not unless you make arrangements with Park to reserve the pavilion.
- No Flash Photography is to be used during AOL Ceremony. Video Cameras must set up without obstruction to the pathway of guest and our ceremony team. A special time after the ceremony will allow for recreation of Arrow photo, individual and den photos with the team.

DONATIONS:

The OA does not charge for ceremonies however, any donations made to the Chapter would be appreciated. The Phoenix Chapter OA purchases authentic Indian regalia for all our ceremony teams. The purchase and maintenance of this regalia is expensive. In the past, the chapter has been able to purchase & maintain this regalia by receiving donations from each pack in the amounts ranging from \$25-\$100 for these ceremonies. We thank you for your support both in the past and in the future!

OUR EXPECTATIONS:

1. Communication need to be clear between the designated Ceremony Coordinator and the Associate Chapter Advisor-Inductions.
2. All outdoor ceremonies should have an alternative indoor location. It's amazing how many cold fronts we have on ceremony nights, so be prepared!
3. Scouts and their parents must show respect for the United States Flag by being in proper uniform and exemplifying the best of behavior during the ceremony.
 - a) The pack/packs will be responsible for the flag ceremony. If a Boy Scout Troop is conducting a cross-over, the coordinating Pack could request the troop conduct the flag ceremony.
 - b) If the ceremony is taking place at dusk, the flags should be presented to the audience, like at a football game, then immediately retired. This avoids problems with the US flag should being flown after dark without illumination, and also reduces the obstacles the boys have to work around during the ceremony.
4. The packs are responsible for providing firewood, cross over bridge (if you want one) and anything else you would like to add.
5. Additional lighting must be approved by ACA-Inductions. Tiki torches make a great lighting source, however water buckets, or fire extinguishers, must be provided within reach of each area illuminated.
6. If a burn ban is in effect please coordinate with the ACA-Inductions about an alternative fire.
7. Packs are responsible for supplying a table for the arrows with appropriate cover blanket or cloth. Head lights, or low light lanterns, should be provided for those who are reading the names.
8. For ceremonies at Spring Creek Park your guests need to bring their own chairs.
9. Packs are responsible for contacting the troops for the crossover.
10. The packs are responsible for setting up a reception and the location of same if you choose to have one.

Regards,

Rhonda Bill
Phoenix Chapter Adviser
832-384-3159
rhonda.bill@sbcglobal.net

Ceremony Adviser

Suggested Arrow of Light Ceremony Locations:

Salem Lutheran Church

22601 Lutheran Church Road
Tomball, TX 77377

https://salem4u.com/how_to.php

Contact the church office: 281-351-8223

They have an outdoor amphitheater with a double fire ring, and a pavilion that could be used in case of bad weather.

Windwood Presbyterian Church

10555 Spring Cypress Rd.

Houston, TX 77070

Phone: 281-378-4040

<http://newwindwoodpc.org/>

They have a nice outdoor fire ring, and a gym for indoor ceremonies as well.

Spring Creek Park – Harris County Precinct 4

15012 Brown Road

Tomball, Texas, 77375

Phone: 281-353-4196

<http://www.hcp4.net/Community/Parks/SpringCreek>

They have a nice fire ring in the back section of the park.

Kleb Woods Picnic and Scout Camping

Harris County Precinct 3

20605 F.M. 2920

Hockley, Texas 77447

Phone: (281) 357-5324

Email: klebwoods@pct3.com

They have campsites that can be used for ceremonies and covered picnic tables for a reception.

Bammel Church of Christ

2700 Cypress Creek Parkway

Houston, TX 77068

Email: Lynn McKee – ke5gva@gmail.com

<http://www.bammel.org/>

Their Teen Center has a stage that is good for an indoor ceremony, plus there is an area for an outdoor ceremony too. There is also room to have a reception afterward.

The Forum @ Cypress Creek Community Center

6823 Cypresswood Dr.

Spring, TX 77379

<http://thecentrum.org/facilities/forum>

Contact Lynn Snider, Event Coordinator

Phone: 281.376.7121, ext. 19

Monday thru Friday 8 AM – 4:30 PM

They have a nice indoor facility with an area for a reception