

MARINE CORPS BIRTHDAY BALL CEREMONY

<u>Who</u>	<u>Events</u>	<u>Command</u>
	10 minutes before ceremony starts	
NARRATOR	"Ladies and Gentlemen. The ceremony will start in 10 minutes. Please go to your tables." At this time all ceremony participants move into position (except musical unit).	
	5 minutes before ceremony starts	
NARRATOR	"Ladies and Gentlemen. The ceremony will start in 5 minutes. Please take your seats." Band takes position.	
NARRATOR	"Ladies and Gentlemen welcome to the _____ 2__th Marine Corps birthday Celebration. A message from the Commandant of the Marine Corps."	
NARRATOR	(After reading the Commandant's message or the video tape has finished) "Ladies and Gentlemen, will you please rise as Chaplain _____ leads us in prayer."	
	<u>START TIME</u>	
ADJUTANT	Band sounds "Attention."	SOUND ATTENTION
		SOUND ADJUTANTS CALL
ADJUTANT	Band sounds "Adjutants Call"	FORWARD, MARCH
COT	First two escorts step off as band starts to play. Eight counts later, next two escorts step off and so forth. When last escorts have reached position, band stops. Guest of Honor and Senior Marine (i.e. Sergeant Major for Staff NCO Ball) enter between line of escorts, proceed halfway down line and halt.	PRESENT, ARMS
COT	All hands Present Arms. Band plays appropriate Ruffles and Flourishes. Guest of Honor and senior Marine proceed to head of Escort Line (without music) and reverse.	ORDER, ARMS
COT	All hands Order Arms.	MARCH ON THE COLORS
COT	Band sounds "Attention." Color guard enters, halfway down Line of Escorts and Halts.	

COT	All hands Present Arms while band plays National Anthem.	PRESENT, ARMS
COT	All hands Order Arms (except Color Guard)	ORDER, ARMS
COT		POST THE COLORS
SENIOR COLOR BEARER	Color Guard reverses, marches to end of Escorts, reverses, come to order arms and extends.	REVERSE, MARCH
COT	Band sounds Attention and plays slow, Marines Hymn while cake is brought in through line of Escorts, followed by Oldest and Youngest Marines and Adjutant move to head of cake cart. Adjutant stops behind cake cart and about faces. Music stops.	FORWARD, MARCH
SENIOR CAKE ESCORT	Cake Escort extends. (3 left or right steps, halt, and face inboard towards cake cart).	EXTEND, MARCH
NARRATOR	"Ladies and Gentlemen. Please be seated."	
COT		PARADE, REST
ADJUTANT	Reads General Lejeune's Message.	
NARRATOR	Introduces Head Table, and reads Guest of Honor's biography.	
NARRATOR	"Ladies and Gentlemen. It gives me great pleasure to introduce our Guest of Honor, _____." Steps back from microphone.	
COT	Oldest and Youngest Marine come forward.	DETAIL, ATTENTION
SENIOR CAKE ESCORT	Steps forward, takes sword from the cake cart, and passes it over his/her left forearm, grip forward, to the senior Marine.	
NARRATOR AND BAND	First piece of cake to Guest of Honor. Second piece to Oldest Marines, third piece to Youngest Marine. (See Cake Cutting info). The Oldest and Youngest Marine moves between cake and the Adjutant.	
SENIOR CAKE ESCORT	Cake escort march back to position and face about.	CLOSE, MARCH

ADJUTANT

Cake escorts, Oldest, Youngest Marine and Adjutant leave.

FORWARD, MARCH

COT

RETIRE THE COLORS

SENIOR COLOR BEARER

CLOSE, MARCH;
CARRY, COLORS;
FORWARD, MARCH

COT

(Cot gives command as soon as Color Guard halts midway through Escort Line.) Sword detail holds salute until Guest of Honor and senior Marine leave.

PRESENT, ARMS

COT

Individual Escorts Carry Arms, take 3 steps forward, halt, face and leave in steps of twos.

ORDER, ARMS

When last Escort is out, Band stops.

NARRATOR

"Ladies and Gentlemen, this concludes our ceremony. Enjoy the Ball. Happy Birthday Marines." Narrator leaves.