

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.