

**The Grand Assembly of New Mexico
International Order of the Rainbow for Girls
2010 “Believe” Session**

June 22-25, 2010

Albuquerque Grand Airport Hotel

Albuquerque, New Mexico

Come join New Mexico Grand Assembly for our 77th Annual Session

Please note: Again this year, Grand Assembly begins on a Tuesday.

We are again planning special events, including:

The “Rainbow Connection” Picnic and Talent Show on Tuesday night.

The “Sunshine Service Session” and Youth Protection on Wednesday (for all girls).

The “East of the Rainbow” Grand Banquet on Wednesday evening,

Grand Officer’s Luncheon on Thursday to honor our 2010 New Mexico Grand Officers, all 2010 Pages and past Grand Officers and past Grand Representatives of New Mexico and other Grand Assemblies are welcome to attend.

A Pool and Pizza Party on Thursday (for those not attending the Grand Cross Mystic Banquet).

“Grand Cross of Color” Mystic Banquet on Thursday evening.

The Thursday evening Session with Grand Representatives Drill.

The Past Grand Worthy Advisor’s Luncheon on Friday.

The Installation of 2010-2011 Grand Officers on Friday afternoon.

2010 “Believe” Awards Dinner and Grand Ball.

This packet contains all of the information you need to make Grand Assembly and Hotel reservations and to enter Individual and Assembly competitions. Please read all of the material carefully. If you have questions, a contact person has been identified for each section.

All Grand Assembly Deadlines May 10, 2010

Email Phyllis: phyllismiller@msn.com

Please discuss the contents of this packet at your next scheduled meeting. If extra forms are needed, please print copies of these forms – do NOT create your own forms.

- Grand Executives and General Arrangements Committee members that are not registering with an Assembly are responsible for making their own Hotel Reservations and Grand Assembly Registration. (use the instructions and forms provided in this packet)
- Grand Executives, please remember to register for the Executive luncheon. Introductions will be during the Thursday morning Session.
- General Arrangements Committee introductions will be at the Thursday evening session.
- As in the past, Mother Advisors MUST room with the Assembly and one chaperone is required for each six girls in attendance. I must approve any exceptions.
- Grand Assembly Sessions and events are open to anyone who is eligible to attend a regular Rainbow meeting. Please remember to bring your 2010 dues or parent card as proof of eligibility. Other family members and friends may attend certain events, as indicated under General Information and Instructions. When in doubt, please ask ahead of time.
- Dress code is in effect – refer to General Information and Instructions – Attire (dress code).
- Formal Attire is required for Initiation, Grand Banquet, Installation, Awards Dinner and Grand Ball. Any girl dressed in other than a floor length or tea length dress, will be sent with a chaperone to her room to change. Escorts for the Grand Ball must wear dress slacks, dress shirt and tie. If an escort does not have a tie, see me, we will find one for him. Jackets are no longer required.
- No one is to enter the Banquet Room until the doors are officially open at 6:15. Once the Banquet begins, all girls and adults are to remain seated so that the banquet staff may serve and clear the tables.
- We have new competitions this year – let's have 100% participation!
- The Albuquerque Grand Airport Hotel and staff were exceptional last year. I ask that any problems be brought to me. Someone can always locate me at the Grand Assembly Registration desk, or by calling my room.

I look forward to seeing all of you at the 2010 Grand Assembly of New Mexico. As in the past, we will have out-of-state guests, and I encourage you to introduce yourselves to them and see that they go home remembering a “Grand” time at our Grand Assembly.

If you have any questions, please feel free to contact me. 1-505-323-1935 or by email at phyllismiller@msn.com (there is a lower case L between phyllis and miller)

Sincerely,
Phyllis Miller, Grand Executive, General Arrangements

Please email Phyllis – phyllismiller@msn.com - Let me know that you received your Packet.

General Information
Grand Assembly of New Mexico

“Do Before” Grand Assembly Checklist

EMAIL: phyllismiller@msn.com

(there is a lower case L between phyllis and miller)

Let Phyllis know that you have received your packet.

Mail:

1. Grand Assembly Registration Form
2. Check for total amount of Grand Assembly Registration.
Make check payable to New Mexico Grand Assembly.
3. Grand Assembly Registration Rooming List.
4. Hotel Registration Form.
5. Check for first night's room rent per room.
Make check payable to Albuquerque Grand Airport Hotel.
6. Check for refrigerator - \$15.00 (covers the entire stay.)
 Make check payable to Albuquerque Grand Airport Hotel.
7. Hotel Registration Rooming List.

Please be sure that all 7 items are enclosed!

When:

Needs to be postmarked May 10, 2010

Mail To:

**Phyllis Miller, Grand Executive
 5776 Manzanillo Loop NE
 Albuquerque, New Mexico 87111**

**Ritual
 Competition
 Entry Form**

Mail to: Joy Scott

**941 Thatcher Drive
 Los Altos, CA 94024**

Needs to be postmarked May 10, 2010

**Arrival
 Information**

***Grand Officers, accompanied by an adult chaperone, must arrive on Tuesday by 2:00 pm. Grand Officer Practice begins at 2:30pm on Tuesday.

Mother Advisors must arrive by 9:45am on Wednesday in order to attend the Workshop.

Hotel Rooms are Not ready for check-in until 3:00pm. However, the Hotel will make every attempt to be ready at 2:00 pm.

If Possible, Check-in with the Hotel BEFORE Grand Assembly Registration. The Grand Assembly Registration Chairman, Gayle Smith will need your Room Number.

Attendance

Attendance is Mandatory to all Sessions and Events.

**Attire
Dress Code**

Travel, Arrival and Departure at Hotel, Talent Show and Sunshine Service Session.

Skorts, pants, jeans or shorts may be worn. All must be no shorter than 2" above the knee. Solid colored, white imprinted with Rainbow logo, or Grand Assembly shirts are to be worn. No controversial or offensive printing will be allowed. "Short shorts", tight jeans, miniskirts, halter tops, tube tops, spandex shorts and spandex pants WILL NOT be allowed.

Grand Banquet, Initiation, Grand Cross of Color, Installation, Awards Dinner and Grand Ball.

Girls: Formal Dress – floor or tea length. Dress may be of any color except black and very dark colors, with shoulder straps (at least 1" preferred) or sleeves and with limited open back. Halter dresses are not appropriate unless worn with a jacket or stole. The slit in a dress may not exceed the knee. Revealing formals are NOT appropriate,

Ladies: Same as for girls or appropriate street dress.

Men: Dress pants, dress shirt, tie and coat. Exceptions can only be made with the Supreme Inspector's approval.

Ritual Practice and Other Sessions:

Girls and Ladies: Street Dresses – NO pants or slacks

****Guideline**** When Grand Officers are wearing their official Grand Assembly formals, ladies and girls will wear dresses, no pants or slacks.

Supreme Assembly Universal Dress Code states that dresses should be no higher than 2" above the knee.

Men: Dress pants, dress shirt or Polo shirt.

Swimming:

Bathing suits may be one piece or two piece providing the suit is in "Good Taste and NOT revealing". Cover-ups and appropriate shoes **MUST Be Worn, when going to and from the pool.**

Body Piercing Jewels:

A **Maximum** of two pair of earrings are allowed. All other piercing **MUST BE covered AT ALL TIMES.**

Tattoos MUST BE covered AT ALL TIMES.

The Dress Code applies to ALL who are attending Grand Assembly and at ALL times.

Curfew

Curfew is 11:00 pm. If a Session or Event is still in progress at that hour, a new curfew time will be announced.

There is a 10:00 pm curfew for being in the hotel every night of Grand Assembly, including the Grand Ball.

NO group or individual is to leave the hotel following the evening sessions.

Any emergency is to be addressed by Phyllis Miller or the Grand Assembly Security (Dale Thompson). Being on the streets of Albuquerque late at night is not safe practice.

Going out of the Hotel after a session, especially the Grand Ball, will not be allowed.

No alcoholic beverages are to be consumed during Grand Assembly.

Adults, Please remember your influence on the girls.

First Aid

Limited First Aid is available.

Mother Advisors should come prepared to handle minor problems.

Contact the Security Team, Dale Thompson, Phyllis Miller or Yolanda Colorado for any problems the Mother Advisor cannot handle.

Emergency: In the event of an Emergency, contact the Hotel Operator, call 911.

Consent forms with current medical information for each girl and adult attending Grand Assembly are REQUIRED.

Grand Assembly Registration Information

Refer to enclosed Grand Assembly Information sheets and forms for further instructions.

Only the Mother Advisor or the listed Contact Person identified on the Registration Forms may pick up the Grand Assembly Packets for an Assembly.

Consent Forms with current medical information for each **girl and adult** are **REQUIRED**.

Hotel Concerns

Bring extra towels. The hotel supplies one towel per guest per day. The girls will also need swim towels.

Keep personal belongings organized and off the beds; the maid service will be unable to make the bed if items are left on it. If personal items are left on the floor, the maid service will be unable to vacuum. This is a nice hotel, and we want to keep it that way.

Bring extra trash bags and dispose of all trash in the cans provided.

Out-side phone lines are not available, unless the required deposit is paid at the time of check-in; in-coming and in-house calls are not restricted.

Pay-per-view television and game channels are turned off.

Hotel Registration Information

Refer to Enclosed Hotel Registration Information and Forms.

Only the Mother Advisor or the Contact Person named on the Hotel Registration Form may check-in an Assembly.

Re-Confirm your reservations 72 hours BEFORE Grand Assembly to ensure that the hotel has complete and accurate information.

- Meals** Each Assembly must make its own meal arrangements for all attendees:
Breakfast – each day
Lunch – Tuesday, Thursday (except those attending the Grand Officer’s Luncheon), and Friday (except those attending the PGWA Luncheon).
 Meal arrangements must be made for those not attending the scheduled meals. Tickets for all scheduled meals must be “Pre-Purchased” on the Grand Assembly Registration Form.
- Meals
 “Food Allergies”** Girls with Food Allergies or Diabetes must have a written note from their parent or Legal Guardian stating the particular allergies. **This note must be sent to Phyllis Miller by May 10.** If you need a tentative menu, I will Email you a menu.
 These Girls or Adults will be issued “Special Meals” cards, and it is that Person’s responsibility to place the card on their plate or show it to a server at the beginning of the meals.
 There will be a “Special Meals” sign up sheet at the GA Registration Desk, meals should be entered on the form. For the Banquet, please state the table #.
- Photographs** Photos will be taken in the Ballroom, immediately following the Banquet on Wed. evening. Girls not present, will miss photographs. Check the enclosed Schedule for time and location.
 Refer to the enclosed Order Form for further information.
- Rainbow Store** Flowers and Merchandise.
 A portion of the proceeds benefit the Grand Assembly of New Mexico.
- Rehearsals** **Mandatory!**
 See Schedule for time and location.
 Be on time, and KNOW YOUR WORK.
 Attire is “street dress”, except for Tuesday Night after the picnic and Talent Show, when you may wear what you wore to the picnic.
- Security** **Name Badges MUST** be worn to all Sessions and Events.
Door Hangers are required on all rooms registered to Grand Assembly, both girls and chaperones.
Mother Advisors MUST notify Grand Assembly Registration of her **Room Number**, as Security Monitors MUST be able to contact her quickly in the event of an emergency.
Girls MUST attend every Grand Assembly Session; if ill or unable to attend, an adult chaperone must remain in her hotel room with her.
Girls cannot be outside the hotel at any time, or outside the hotel room after curfew, unless accompanied by an adult chaperone.
Boys are NOT allowed upstairs in the Hotel Rooms or Hallways at any time.

Special Events	EVENT	<u>Advanced Registration and Ticket Required</u>
<u>Tuesday</u>	“Rainbow Connection” Picnic <i>Open to all girls, adults and Chaperones.</i>	YES
	“Rainbow Connection” Talent Show <i>Open to all girls, adults and chaperones.</i> In-State Assemblies, Out of State groups may participate. Turn in the entry forms at the Grand Assembly Registration Desk before 3:00 pm Tuesday.	NO
<u>Wednesday</u>	Mother Advisor Workshop and Luncheon <i>Open to all Mother Advisors. Others may attend Only with the permission of the Supreme Inspector.</i>	YES
	Sunshine Service Session <i>Open to all those not attending the Mother Advisor Workshop and Open to ALL out-of-state visitors. Additional Information and Forms included in this packet.</i>	YES
	Grand Banquet <i>Open to everyone. Formal attire required for both girls and adults. See <u>Attire</u> - Dress Code.</i>	YES
<u>Thursday</u>	Grand Officer’s Luncheon <i>Open to anyone that is or has been a Grand Officer or Grand Representative, both girls and adults, in New Mexico or any other Grand Assembly. Pages are also invited to attend.</i>	YES
	Grand Cross of Color Mystic Banquet <i>Open to Any Master of the Grand Cross of Color. Must present degree card.</i>	YES
	Swim and Pizza Party <i>Open to all, girls and adults, who are not attending Grand Cross Banquet.</i>	YES
	Assembly Celebrations <i>After the evening session, each Assembly will hold an individual Assembly celebration in its own hotel room. This gives each Assembly the opportunity to share snacks and refreshments, and honor its New Grand Officers. Use your creativity to provide a fun time for the girls, Each Assembly is responsible for planning this celebration and providing refreshments.</i>	NO

<u>Friday</u>	<p>Past Grand Worthy Advisor Luncheon <i>Open to all Past Grand Worthy Advisors of New Mexico and other Grand Assemblies.</i></p> <p>Installation of 2010-2011 Grand Officers <i>Open to all. Formal Attire required.</i> See Attire-Dress Code.</p> <p>“Believe” Awards Dinner <i>Open to all girls and adults. Attire – Formal.</i></p> <p>“Believe” Grand Ball Must have name badge to enter. Escort badges available at the Grand Assembly registration desk. Girls are <u>not allowed</u> to change out of Installation Attire – long formal or tea-length dress only.</p>	<p>YES</p> <p>NO</p> <p>YES</p> <p>NO</p>
Swaps	<p>Girls are encouraged to bring swaps, which will be exchanged throughout Grand Assembly. <i>Tote Bags (see competitions) can be used to hold swaps.</i></p>	
Swimming	<p>One-piece or Two-piece swimsuits in good taste are permitted. Cover-ups, including shoes <u>must be worn</u> between the hotel room and the pool. Girls must be accompanied by an adult chaperone. Hotel rules must be obeyed, Please be respectful of other Hotel guests. Please, Mother Advisors, check those swimsuits, cover-ups and shoes. NO horseplay!</p>	
T Shirts	<p>Sizes available include S-M-L-XL (\$10.00) 2X-3X (\$15.00) Orders Must be made on the Grand Assembly Registration Form. Additional T-shirts will NOT be available at Grand Assembly. No new T-shirts will be available at the Rainbow Store.</p>	

“Bring To” Grand Assembly Check-List – next page

“Bring To” Grand Assembly Check-List

1. _____ **Permission Forms for every girl and adult**
2. _____ **Waiver Forms for each girl for Sunshine Service/ Youth Protection**
3. _____ **Media Release Forms for each girl and adult**
4. _____ **2010 Dues Card or Parent Card, or Masonic Affiliation Card**
5. _____ **Grand Cross of Color Card and Emblem**
6. _____ **Service to Rainbow Emblem**
7. _____ **“Fan” (Grand Officers only)**
8. _____ **Door Hanger (Assembly – “The Dove”)**
9. _____ **T-shirt – ‘Smile a Ray of Sunshine.’ - Individual – ages 14 and under)**
10. _____ **”Butterfly Wings” (Individual – Brianna’s Pages)**
11. _____ **Scrapbook (Assembly – “Believe”)**
12. _____ **Tote Bag “Rainbow and your Favorite Station” (Individual)**
13. _____ **Grand Representative Posters (Individual)**
14. _____ **Talent Show (Assembly or Individual – Costume, Music, Props, etc.)**
15. _____ **Photograph Order Form and Money for Photos**
16. _____ **Swaps**
17. _____ **First Aid Supplies**
18. _____ **Extra Towels and Trash Bags**
19. _____ **Spending Money for Rainbow Store, extra meals and snacks.**
20. _____ **Swimming Apparel and Cover-up and pool shoes**
21. _____ **Centerpieces or Favors (if you signed up to bring them)**
22. _____ **Ritual**
23. _____
24. _____
25. _____ **Smiles...Patience...Love**