

## **Rotary Protocol District Governor's Official Visit**

### Assistant Governor Protocol:

- The DG will meet with the AG and club president and leadership team one (1) hour before or after club meetings. For AM meetings, the meeting will follow the club meeting. For lunch and dinner meetings, the DG meeting will precede the club meeting.
- The club president and leadership team should be prepared to report to the DG on club goals for the year.
- The DG speech is the **ONLY** program or guest speaker to be scheduled for the day of the DG visit.
- The AG will introduce the DG to the club.
- The AG will call the club president at least 2 weeks prior to the visit to confirm the DG visit.
- The club president will promote the attendance of club members and prospective members for the DG visit.
- Make sure the Rotary elements are present (bell, theme banner, 4 Way Test, American Flag). The Governor brings his banner.