

HATS AND GLOVES

- This custom began when UDC was organized and has become a tradition which we continue today.
- Division and General Officers wear hats to all day time official meetings.
- Gloves should be worn to Church and Memorial Services and Funerals. Gloves are removed as you enter the Church.

ADDITIONAL INFORMATION

- The official UDC wreath for Memorial Services shall be made of greenery (no other colors) with red & white ribbon.
- The President General speaks for the Organization, the Division President speaks for the Division and the Chapter President speaks for the Chapter.
- Chapter President is the highest ranking person at a Chapter meeting. Division President outranks everyone at a Division meeting. President General outranks everyone at a General meeting.
- All members should subscribe to the *UDC Magazine* and have a current copy of the Division Minutes Books. Study Bylaws, Duties of Office and be knowledgeable of your office and the office of others.

COLORS OF UDC

- The official colors are red and white. No other colors are to be used.

FLOWER OF THE UDC

- The official flower of the Organization is the cotton boll. Chapters may choose their own flower to represent their chapter.

FLAG OF THE UDC

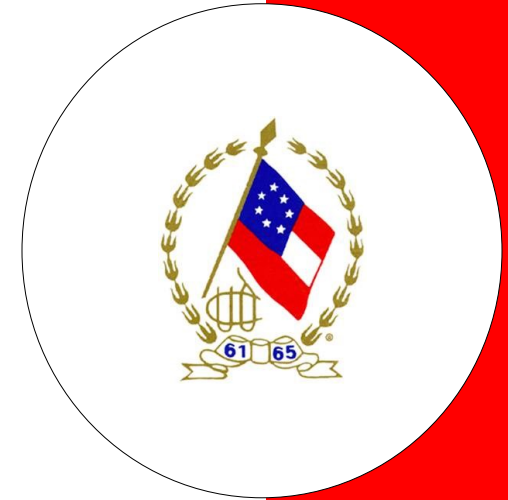
- The Official flag of the Organization is the First National Flag, also known as the *Star and Bars* and affectionately as the *Daughters Flag*.

BADGE (INSIGNIA) OF THE UDC

- The First National Flag in red, white and blue surrounded by a laurel wreath, with the monogram UDC under the flag and 61-65 on ribbon bow below.
- It must always be placed on the top center or top left of any material and nothing shall be placed above it.
- It is only placed on items for use or to be sold for the benefit of the Organization. It should not be placed on disposable items, such as napkins or food.
- Other uses must be approved by the President General. It is a registered trademark and the ® must be used.

SALUTE OF THE UDC

- The official salute to the Confederate Flag, with right hand (ungloved) placed over the heart is: *I salute the Confederate Flag with affection, reverence, and undying remembrance.*



Written & Unwritten Rules and Protocol

**A Look at the Long Established
Protocol & Procedures That Has
Been Followed Over the Years.**

**Tennessee Division
United Daughters
of the Confederacy®**

RIBBONS AND PINS

- Should be worn only to official UDC or CofC functions or events sponsored by other organizations (SCV, MOS&B).
- Should be worn on dresses or suits only. Never on a top coat or raincoat.
- Never on the street. The only time it is appropriate to wear outside is at a Memorial Service, Dedication, or Funeral.
- Sashes are worn by General and Division Officers and Honorary Presidents. Each has their own ribbon. Ends of sashes should be even.
- Insignia is worn over the left breast. The ribbon may be 8" or 16." A maximum of three ribbons may be worn, placed side by side. Ribbon length must be even.
- Costume Jewelry, Souvenir Buttons, must not be worn on the official ribbon. They may be worn over the right breast.
- Corsages, Name Badges, and Convention Ribbon must be worn over the right breast.
- Ex Division Presidents Sash may be worn only in one's own Division. They are never worn at the Annual General Convention.

WHEN TO STAND

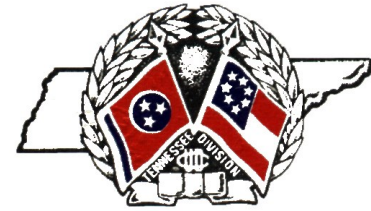
- The first time the Division President and/or President General is introduced at a UDC function, as a sign of respect for the office.
- At General Memorial Services as the Division President reports your Division's deceased members

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- At Division Memorial Service as the Division Chaplain reports your Chapter's deceased members.
- At General convention when your Division President gives her report and when she presents the State Flag.
- At General Convention when the flag of the Hostess Division and the flag of the President General's Division is presented.
- Anytime Dixie is played.

DISTRICT MEETINGS

- One District Meeting is held in each District of the state each year. They should be scheduled to follow the General Spring Board Meeting.
- The Vice President from each District will preside at the meeting and will send the invitations to all Chapter Presidents in the District, Division Officers, Division Committee Chairmen, Honorary and Past Division Presidents.
- One or more chapters in the District may offer to host the Meeting. The hostess chapter will provide the written programs after having them approved by the Vice President from that District.
- Appropriate dress for the meeting is dress or suit. Hats are optional for members, a must for Officers.
- Each Division Officer and Division Committee Chairmen will give a report. Division Officers will hold Workshops at the District Meeting during their first year of office.



DIVISION CONVENTION

- Division Convention location is rotated across the state's districts. An invitation to the next convention is extended on Saturday night of the Division Convention.
- One or more chapters may offer to host the Convention. The Convention Committee shall elect a Chairman and Treasurer.
- The current chapter president always walks in the Processional on the Welcome Evening of the Division Convention. She carries the chapter flag and nothing else.
- On election year, the immediate past chapter president will read her report on Saturday night.
- The installation of the new Division President is conducted at the conclusion of the Historical Evening at the Division Convention. No business shall be conducted after the ceremony except the speech of the incoming President, Benediction and *Blest Be the Tie That Binds*.
- The Chairman of Pages shall instruct the pages of duties. Pages should wear white dresses or suits, white hose, white shoes and white gloves during daytime. For evening the page may wear the same dress and shoes or a long white dress. Pages always wear their Page Sash.