

A Suggested Format for Conducting an A.A. Meeting

1. Good Evening ladies and gentlemen. This is an open/closed meeting of the _____ group of Alcoholics Anonymous. My name is _____ and I am an alcoholic and your Secretary.

2. Let us open the meeting with the Serenity Prayer:

**God, grant me the serenity to accept the things I cannot
change,**

Courage to change the things I can,

and Wisdom to know the difference.

3. Alcoholics Anonymous is a fellowship of men and women who share their experience, strength and hope with each other that they may solve their common problem and help others to recover from alcoholism.

The only requirement for membership is a desire to stop drinking. There are no dues or fees for AA membership; we are self-supporting through our own contributions.

AA is not allied with any sect, denomination, politics, organization or institution; does not wish to engage in any controversy; neither endorses nor opposes any causes.

Our primary purpose is to stay sober and help other alcoholics to achieve sobriety.

4. _____ will now read "How it Works" from Chapter 5 of the A.A. Big Book.

(note: Some groups ask other members to read the Steps and/or Traditions)

5. *Pass the basket(s). The secretary can say something like:*

We have no dues or fees in A.A. We are entirely self-supporting, declining outside contributions. This self-support includes our rent for this room, the coffee and refreshments, and contributions to our Central Office, the New York Office and to General Service. The pink can is for loose change to buy literature for the Hospitals & Institutions Committee to carry the message to those unable to get to outside meetings.

6. *If it is the custom of the group:*

- *Ask any new members to introduce themselves by their first name only--a new member is anyone who has a desire to stop drinking and is within their first thirty days in AA.*
- *Ask any visitors to introduce themselves and say where they are from.*

7. *Introduce the Chairperson for the evening. If yours is a discussion type meeting, the Chairperson starts the discussion.*

8. *Make regular announcements about group business and information about the availability of literature. Ask for announcements from the floor.*

9. *Close the meeting with the Lord's Prayer, Serenity Prayer or any other prayer determined by group conscience.*