

SUGGESTED TREATMENT FACILITIES MEETING FORMAT

(Note to Chairperson: Everything inside quotation marks is to be read aloud by you, except all information inside parentheses and the underlined headers. Ask someone before the meeting begins to read "How It Works" and "12 Traditions." The Treatment Facilities Committee Representative from your Home Group should coordinate speakers from your group and inform you who they are. Obviously, if there are fewer than three speakers, the sharing time for each speaker should be adjusted.)

WELCOME

"Good evening everybody, and welcome to the (day of week) evening Open Speaker meeting here at (Name of Treatment Facility). My name is (Chairperson's first name) and I am an Alcoholic. My sobriety date is (Sobriety date). Let's open this meeting with a moment of silence, followed by the Serenity Prayer."

PREAMBLE

"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 A.A. membership; we are self-supporting through our own contributions. A.A. 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."

HOW IT WORKS

"The essence of our program is contained in a portion of chapter 5 of the book 'Alcoholics Anonymous.' Tonight, I have asked (Reader's first name) to read 'How It Works.'"

12 TRADITIONS

"And now (Reader's first name) will read 'The 12 Traditions.'"

STATEMENT OF PURPOSE AND OPEN MEETING ANNOUNCEMENT

"Our 5th Tradition states that: 'Each A.A. group has but one primary purpose - to carry its message to the alcoholic who still suffers.' This is an open meeting of Alcoholics Anonymous, and all are welcome to attend. In keeping with our 3rd Tradition and A.A.'s 'Singleness of Purpose,' we will confine our discussion to the disease of alcoholism and the solution we have found to our drinking problem."

FORMAT ANNOUNCEMENT

"The format tonight is a speaker meeting. Each speaker will share for 15 - 20 minutes. The last portion of the meeting is devoted to questions and answers. Please keep in mind that this is a speaker meeting of Alcoholics Anonymous and not a group therapy session, so out of respect for the people sharing, we ask that you not engage in any conversation during the speaker portion. If you would like to ask a question or make a comment, please wait until the question and answer period."

(Chairperson then calls on the speakers to share; the person with the most sober time should share last.)

QUESTION AND ANSWER

"The sober members of Alcoholics Anonymous here today would like to be helpful by answering any questions you may have about how they have applied the program of Alcoholics Anonymous personally in their lives. We will now open the meeting up for questions." (Chairperson and other A.A. members field questions from the patients, keeping in mind that the meeting should last approximately 1 hour.)

CLOSING

"We here from Alcoholics Anonymous thank you for attending this meeting and allowing us to be of service. For those who would like to join us, we will close with 'The Lord's Prayer.'"