

<p><b>2025 – 2026 CONTRACT, RULES, AND GUIDELINES</b>  <b>for</b>  <b>ELECTED AND APPOINTED GRAND OFFICERS</b></p>
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Your election or appointment as a Grand Officer for Texas IORG is an incredible honor, as well as a great responsibility for you and your assembly. Please thoroughly read and faithfully follow each of the rules and guidelines detailed below. If you have questions or concerns, please contact the individual to whom you report, or the Supreme Deputy. Congratulations and have a wonderful year!

**General Requirements**

1. You must honor the high standards and values of Rainbow 24/7.
2. All expenses (including formal, travel, housing, meals, etc.) are the responsibility of the Grand Officer and her parents/guardians. There is no reimbursement by the Grand Assembly of Texas.
3. You must attend **three (3) meetings** each month; these may include your own Assembly meetings.
4. **Mandatory!** Monthly reports are submitted online using the fillable form on the txiorg.org website found under Resources > Forms > Grand Officer Portal > Grand Officer Reporting Information and Link > Reporting Link. Reports are to be completed by the last day of each month, and it is recommended you enter your meetings/events immediately upon returning from the event. A report is required regardless of meeting compliance. In this case, use any date and select #6 under Type of Event. Under Location of Event, indicate your reason for not meeting the requirements. You are expected to make up for missed meetings later. If you have questions, please contact the Reporting Chairman immediately. You should also keep your Mother Advisor, Advisory Board, and members of your Assembly informed of your activities and verbally read your report each month at an assembly meeting, providing a written copy to the Mother Advisor to be attached to your Assembly's minutes. Your reports are a **mandatory requirement** of your office and must not be neglected.
5. You must be present at Grand Assembly when your name is called and be present at the Installation on Sunday to receive this appointment. You must also be present at Grand Assembly at the close of your year to be considered a Past Elected or Appointed Grand Officer.
6. Grand Floor Officers and **all** Grand Appointments must attend the General Banquet and all other group meal functions and group events at Grand Assembly.
7. **All** Grand Appointments must earn an "A" Certificate at Grand Assembly and at other available opportunities throughout the year.
8. Very important: You must follow the Dress Code of the International Order of the Rainbow for Girls as adopted by the Grand Assembly of Texas and any modifications and/or addendum that may be made to that dress code, including noted items as stated in these Rules and Guidelines. In all cases, your clothing should be clean, neat, and freshly pressed and shirts are worn "tucked in." Your appearance is a model for all Rainbow girls, and you are expected to follow the dress code implicitly.
9. **Grand Floor Officers must purchase the Grand Assembly formal.** Other Grand Appointments may purchase the Grand Assembly formal but are not required to do so. Formals are to be hemmed 1" from the floor with the same type of hem used by the manufacturer. Heels should be no higher than 2".
10. As a Grand Officer, you will be expected to fulfill certain duties related to your office that may be assigned to you for the Grand Assembly Session.
11. You must not represent yourself on internet websites in an inappropriate way. This includes, but is not limited to, using vulgar language, posting inappropriate pictures or content, and participating in conduct unbecoming a Texas Grand Officer or Rainbow Girl. I will add Mrs. Seymour as a "Friend" on all internet/social media accounts, knowing that these will be monitored regularly. I will also add as a "Friend," the person receiving my monthly reports.

12. Inappropriate or abusive language or behavior will not be tolerated. Use of such language or behavior is a valid reason for removal from office.
13. Smoking and vaping are prohibited and will result in removal from office.
14. Alcohol consumption is prohibited. You must not use alcohol or any illegal or controlled substances, nor will you be in the presence of illegal or controlled substances. Social media images, posts, or innuendo of alcohol or drug consumption is also prohibited. Each will result in removal from office.
15. You must not live with or marry your significant other or engage in sexual relations. These adult actions, including pregnancy, will result in immediate removal from office.
16. Bullying in any form (in person, written, electronic or via social media platforms) will not be tolerated and will result in removal from office.
17. The use of Cell Phones at a Rainbow function by a Grand Officer is prohibited unless asked to do so by an adult. This is a matter of courtesy and respect. In case of emergency, adults will be present and can reach your parents, otherwise there should be no reason for cell phone usage of any type (phone, text). It is your responsibility as a Grand Officer to fully engage in the event you are attending with your complete and undivided attention.

### **Attire and Appearance**

1. Refer to No. 8 and No. 9 in the General Requirements above.
2. Invitations to special events may suggest appropriate attire.
3. Neither dresses nor formals should be strapless or “bare.” Straps should be wide enough to cover your bra strap. One-shoulder formals are allowed. No hoop dresses/skirts or petticoats are permitted.
4. No crop tops (or short tops revealing midriff), nor extremely low-cut dresses, slits above the knee nor too-tight clothing should be worn. Short shorts and distressed, “ragged” or “holey” jeans are never appropriate. Undergarments must not be visible. Visible tattoos or body piercings are not appropriate, excluding two sets of earlobe piercings. Tattoos must be completely covered.
5. No head coverings (bows, headbands, fascinators, hats, crowns) or gloves will be worn. Headbands may be allowed if they are narrow and match your hair color.  
VERY IMPORTANT: Your hair must be worn back from your face and long hair worn behind the shoulders. Barrettes and bobby pins that are the color of your hair may be used to achieve this. Bangs may extend to just above the eyebrows.
6. Texas Uniform (official polo shirt and black skirt) worn with black flats or heels that are no higher than 2” are appropriate for travel and stated meetings. Grand Floor Officers may have a special polo shirt each year which becomes part of their Texas Uniform.

### **Grand Assembly Session Courtesies**

As an Elected or Appointed Grand Officer of Rainbow, other Rainbow Girls are looking to you for exemplary behavior. Be a good role model. Courtesy is not limited to these few suggestions.

1. Elevators: Use utmost courtesy! There are other guests using the elevators.
2. Hotel public areas: Be conservative in your conversation and behavior. Be lady-like and a good example to the public as to the courtesy of Rainbow Girls. You may be the first or only impression others have of Rainbow. Make sure that impression is **good** and **positive**.
3. Check with the adult in charge before leaving your floor for any reason. You are to leave only with your Chaperone(s).
4. Curfew must be observed!
5. Absolutely no gum chewing, eating, or sleeping during any Session.
6. Please remain in your seat during the Sessions. You may leave for emergencies only.
7. For safety reasons, you should not be in a parking area, hallway, or room alone at any time.
8. Any damage to a hotel room will, of course, be your responsibility. Damage will not be tolerated.
9. Your personal mascot, stuffie, or toy will not be allowed on the Grand Assembly Room floor.

### **Travel Courtesies**

Visit and mingle with everyone in the areas visited and meet all the girls that you do not yet know.

1. Always have in your possession a signed Rainbow Member Consent and Release Form and a telephone number in case of an emergency. This is mandatory, no exceptions! See the attached form to complete and carry with you.
2. Meet and socialize with all the girls in an area and Assembly being visited. Also, try to get to know other Grand Officers; do not pair off or into cliques or always socialize with the same girls. Treat all Grand Officers and Rainbow Girls the same.
3. **DO NOT** tell Assemblies what to do or instruct them, even when asked, and you will be asked! Be kind and gracious; refer them to the Ritual, the Mother Advisor, or their Grand Deputy.
4. Always **RSVP** by the date specified on all invitations. Confirm your planned attendance or send regrets.
5. Do NOT wear short shorts. Take walking shorts, appropriate jeans, and pants to wear and comfortable dresses.
6. Do NOT take bikinis or one-piece swimwear with immodest cutouts. One-piece swimsuits are best. Modest two-piece swimsuits are acceptable. Remember to take a swimsuit cover-up.
7. Always be prompt, arriving at least 10 minutes early. Never have an event delayed waiting for you.
8. When rooming with other girls, remember to allow sufficient time to get ready; others also need to get ready. If you need extra time, arrange to start first.
9. Respect the people and the homes in which you stay. Always be as neat as possible. Keep all your clothes and belongings together. Remember to always pick up behind yourself – this includes meals.
10. Always have sufficient money with you. The host assembly does not pay for everything. You may also want to buy special treats or keepsakes. Read your invitation for information about the cost of activities.
11. Do not presume that transportation will be provided. Arrange transportation to and from events before you leave home.
12. Do not leave a meeting or function before it is over unless it is an emergency.
13. Send thank you notes after your visit, preferably within a week.

### **Resignations or Removal from Office**

1. Should you fail to meet any of the above requirements, you will be expected to resign your appointment. If you fail to resign, you will be removed from office.
2. You must return your Grand Officer sash, traveling pin, officer stuffie, and any other items specific to your Grand Office to the Presiding Supreme Officer immediately.
3. You will no longer be entitled to wear the Grand Officer formal.
4. You may no longer carry the Grand Title, nor will you be permitted to use the Past Grand Title.

**Please note that the Supreme Deputy is the only individual who may interpret this policy and/or authorize any deviation from it.**

**NOTE:** Those who are unwilling or feel unable to abide by the **Contract, Rules, and Guidelines for Elected and Appointed Grand Officers** should decline this Grand Appointment by contacting the Supreme Deputy immediately.

*I agree to honor and follow the **Contract, Rules, and Guidelines for Elected and Appointed Grand Officers**. I understand that I serve at the discretion of the Supreme Deputy, and I may be removed from office at any time. I recognize the authority of the Supreme Assembly IORG, the Supreme Deputy, and those placed in authority to direct the affairs of Rainbow.*

*My signature confirms acceptance of a Grand Appointment, and I agree to comply with the standards of behavior outlined above. I have read this document in its entirety and acknowledge my understanding of it.*

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Signature of Rainbow Member \_\_\_\_\_ Date \_\_\_\_\_

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Printed Name \_\_\_\_\_ Email address \_\_\_\_\_

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Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

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Cell Phone \_\_\_\_\_ Polo Size \_\_\_\_\_

**Parent/Guardian:** Please share any conditions, diagnoses or considerations that could affect your daughter in the performance of her Grand Officer duties. \_\_\_\_\_

*We will attend the briefing for Grand Officers to be held immediately following the **Sunday morning** Grand Assembly session. If we are unable to attend, we will ask the Assembly's Mother Advisor to do so.*

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Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

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Printed Name \_\_\_\_\_ Email Address \_\_\_\_\_

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Cell Phone \_\_\_\_\_

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Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

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Printed Name \_\_\_\_\_ Email Address \_\_\_\_\_

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Cell Phone \_\_\_\_\_