

**A Suggested Format for Conducting an A.A. Meeting**  
(meetings generally last one hour)

Good Evening ladies and gentlemen. This is the regular meeting of the \_\_\_\_\_ group of Alcoholics Anonymous. My name is \_\_\_\_\_ and I am an alcoholic and your Secretary.

Let us open the meeting with a moment of silence to do with as you wish followed by the Serenity

Prayer: **God, grant me the serenity to accept the things I cannot change,  
Courage to change the things I can,  
and the Wisdom to know the difference.**

*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.*

*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 to buy literature for the Hospitals & Institutions Committee to carry the message to those unable to get to outside meetings.*

While we pass the basket and the H& I Can we will introduce ourselves by our first name only, state our disease and we will hold off on the greeting until the end.

\_\_\_\_\_ 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)

Are there any non-AA announcements?

Are there any AA-Announcements? (Literature person should make announcement about literature available)

Are there any new comers who would like to introduce themselves by their first name only--a newcomer is anyone who has a desire to stop drinking and is within their first thirty days in AA. We ask you this not embarrass you but to get to know you better.

Are there any visitors from outside the Napa Valley or anyone new to this meeting that would like to introduce themselves and say where they are from?

Introduce the Chairperson or Speaker for the evening. Or continue with the meeting format, i.e. literature discussion, Step Study, etc.

Thank the Speaker or Chairperson as well as any others who read.

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