



**NOTICE OF ELECTION OF OFFICERS**  
(Please type or print clearly)

POST NAME: \_\_\_\_\_ POST NO. \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PHONE: ( ) \_\_\_\_\_ DUES: \$ \_\_\_\_\_ MEETING DAY(s): \_\_\_\_\_

MEETING PLACE (location): \_\_\_\_\_ TIME: \_\_\_\_\_

*PLEASE INDICATE IF YOU HAVE A HALL THAT YOU RENT TO THE PUBLIC:* ( ) YES ( ) NO

| ID NUMBER                            | NAME | HOME ADDRESS w/ZIP & EMAIL | AREA-PHONE |
|--------------------------------------|------|----------------------------|------------|
| Commander                            |      |                            |            |
| Adjutant                             |      |                            |            |
| Senior Vice Commander                |      |                            |            |
| Jr. Vice Commander                   |      |                            |            |
| Finance Officer                      |      |                            |            |
| Chaplain                             |      |                            |            |
| Historian                            |      |                            |            |
| Service Officer                      |      |                            |            |
| <del>State Fund Representative</del> |      |                            |            |

\_\_\_\_\_  
Post Adjutant (outgoing)

\_\_\_\_\_  
Post Commander (outgoing)

**Send Department Mail to:**

( ) Post Address Above; OR ( ) Adjutant's Address Above; OR ( ) Commander's Address Above

THIS LIST IS TO BE SUBMITTED TO DEPARTMENT ADJUTANT'S OFFICE  
IMMEDIATELY UPON ELECTION OF NEW OFFICERS.

MAIL A COPY TO YOUR DISTRICT ADJUTANT

*If Officers are same we still need you to return this sheet COMPLETED for the record!*

**IMPORTANT - COMPLETE CERTIFICATION OF SERVICE ON BACK**

- OVER -

# CERTIFICATION OF SERVICE RECORD OF POST OFFICERS

Post No. \_\_\_\_\_

| <b>Membership Card # &amp; Name</b> | <b>Date of Enlistment</b> | <b>Date of Discharge</b> | <b>Rank and Organization</b> | <b>Serial Number</b> |
|-------------------------------------|---------------------------|--------------------------|------------------------------|----------------------|
| Commander                           |                           |                          |                              |                      |
| Senior Vice Cmdr.                   |                           |                          |                              |                      |
| Jr. Vice Cmdr.                      |                           |                          |                              |                      |
| Adjutant                            |                           |                          |                              |                      |
| Historian                           |                           |                          |                              |                      |
| Finance Off.                        |                           |                          |                              |                      |
| Service Off.                        |                           |                          |                              |                      |
| Chaplain                            |                           |                          |                              |                      |
| Judge Adv.                          |                           |                          |                              |                      |
| Sgt. at Arms                        |                           |                          |                              |                      |

**I hereby certify that each of the above officials is eligible to membership in The American Legion and has the consequent right to serve in an official capacity.**

(Signed) \_\_\_\_\_  
(Post Adjutant)