

CERTIFICATION OF INDIVIDUAL SERVICE RECORDS

(PLEASE PRINT OR TYPE INFORMATION)

TITLE	NAME	BRANCH OF SERVICE	FROM/TO
COMMANDER	_____		
1ST VICE CMDR	_____		
2ND VICE CMDR	_____		
ADJUTANT	_____		
FINANCE OFFICER	_____		
SERVICE OFFICER	_____		
CHAPLAIN	_____		
HISTORIAN	_____		
SGT-AT-ARMS	_____		
CHILDEN WELFARE	_____		
_____	_____		
_____	_____		

Section 2-A. Post officers shall be elected and installed annually before the Department Convention. It shall be the duty of the Post Adjutant to certify to Department Headquarters, on forms provided for that purpose, the names and ELIGIBILITY of the newly elected officers immediately after their election.

Section 3. It shall be the duty of all Post officer's elective and appointive, to submit to Department Headquarters within fifteen days of election or appointment, certified copies of documents establishing eligibility to membership in The American Legion in accordance with the qualifications prescribed by the Department Constitution. If such evidence of eligibility be not submitted within the above required time, the office of the person failing to submit such proof shall be declared vacant by the Department Commander and shall be filled in the same manner as a vacancy in such office otherwise occurring. (This section added by amendment on August 17, 1932, and was amended on September 4, 1935.) That all Post Adjutants be required and instructed to transmit to Department Headquarters the names of officers at once, upon election and their meeting dates and all other pertinent facts pertaining to the post.

SIGNED: Post Adjutant

Post #

Location: City/Town

Date