

**The American Legion
Department Headquarters
Bloomington, Illinois**

NOTE: Please fill out and return original to Department Adjutant, The American Legion, Department of Illinois, P.O. Box 2910, Bloomington, Illinois, 61702-2910. We will return one copy to the original preparer of the Resolution.

Department Adjutant

USE THIS FORM FOR RESOLUTIONS TO BE ACTED UPON BY THE DEPARTMENT EXECUTIVE COMMITTEE

RESOLUTION

The above resolution was approved at the Post, County, District, Division, or from another authorized source, at _____ on _____ 20_____ .

Or approved at a Convention or Executive Committee Meeting held at:
on _____ 20_____ .

(Signed) Commander or Adjutant

(Type) Post, County, District, Division,
or from another Authorized Source

Note: SEE REGULATIONS ON OTHER SIDE OF FORM.

RESOLUTIONS

The following regulations have been established for the procedure of Department Executive Committee Resolutions:

1. Resolutions of Posts, intermediate bodies or other officially constituted subordinate organization which shall have received favorable action by their respective Conventions or Executive Committee and which shall have an appropriate endorsement thereof in resolution form shall be acted upon by the Department Executive Committee.
2. In submitting resolutions, the following points should be carefully observed:
 - a. Each resolution is to be prepared on separate official form furnished for this purpose by the Department Adjutant, The American Legion.
 - b. Each resolution is to be prepared on the Official Form (return original to the Department Adjutant, the American Legion, Department of Illinois, P.O. Box 2910, Bloomington, Illinois 61702-2910). We will return one copy to the original preparer of the resolution.
 - c. Each resolution shall deal with only one subject – do not attempt to deal with more than one subject in the resolving clauses.
 - d. Local resolving clauses may be used to specify the place and date the Convention or Executive Committee meeting was held (it is not necessary to fill in the Department Executive Committee meeting and dates in resolving clause).
 - e. Each resolution is to be worded in full, including all Whereas clauses and the Resolve clauses.