

The American Legion



For God and Country

DEPARTMENT OF ILLINOIS
P.O. Box 2910, Bloomington, Illinois 61702-2910
2720 E. Lincoln Street, Bloomington, Illinois 61704-6010

DATE: MARCH, 2009
TO: ALL POST ADJUTANTS
FROM: TERRY L. WOODBURN, DEPARTMENT ADJUTANT
SUBJECT: **DEPARTMENT CONVENTION RESOLUTION FORMS**

1. We are enclosing two (2) 2009 Department Convention Resolution Forms.
2. The original copy of the Resolutions should be reviewed for errors and returned to Department Headquarters as error free as possible. Resolution forms with built-in carbons have been discontinued and carbon copies are no longer required. Only original Resolution forms (with "Official Form" in blue in upper right hand corner) obtained from Department Headquarters will be accepted.
3. All regulations on the reverse side of the Resolution Form should be observed in full. The correct Resolving Clause (using the convention business session dates) follows-

RESOLVED, By The American Legion in Department Convention assembled in Springfield, Illinois, July 8-11, 2009, that- If the Resolving Clause is not stated as above, it necessitates the returning of the Resolution to the originator for re-write.

4. Each Resolution form and any subsequent pages must be signed with the originators name typed below the signature.
5. Leave BLANK that section appearing above the words (Please do not fill in above this line).
6. If the Resolution has more than one page, use additional official forms for extra pages, numbering each page and stapling together as one set. **Each page should be signed.**
7. Resolutions are to be sent to the attention of the Department Adjutant as soon as possible following their passage by your post. If they are being sent first through your District/Division, they must reach them by their respective convention dates.
8. In accordance with the Department Constitution and By-Laws, all Resolutions **MUST BE** registered with the Department Adjutant by 9:00 A.M. 21 days prior to the Department Convention. Therefore, the date for all Resolutions to be in Department Headquarters is Friday, June 19, 2009.
9. Resolutions that do not reach us by 9:00 A.M. on Friday, June 19, 2009 will be returned to the originator without any further action.
10. If you need more Resolution Forms, request them from our office.

Enclosures