

# THE AMERICAN LEGION DEPARTMENT OF ILLINOIS

*For God and Country*

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

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DATE: August 2017  
TO: District and Division Adjutants  
FROM: Martin F. Conatser, Department Adjutant  
SUBJECT: **DEPARTMENT COMMISSION-COMMITTEE APPOINTMENT RECOMMENDATION**

Per mandate at the 1987 Convention, the enclosed form is being routed to the District Adjutant for proper handling and submission to Division to be forwarded to Department Headquarters. If any questions arise in the processing of this form, please don't hesitate to call your Department Headquarters for clarification.

## **2017-2018 Recommendations to Department Commissions/Committees**

Enclosed is a supply of forms (No Carbon Required) to recommend your Division representatives to hold positions on Department Commissions and Committees. Your incoming 2017 - 2018 Division Commander may receive many of these completed forms from his District Commanders upon his request or in August 2017. He will use these forms to compile his recommendations to the Department Commander on Wednesday, August 30, 2017 prior to the September 2017 D.E.C. meeting.

## **Department Commander has set his appointment meetings as follows:**

### **Wednesday, August 30, 2017**

Division 4.....9:00 a.m.\*  
Division 3.....10:00 a.m.\*  
Division 2.....11:00 a.m.\*  
Division 1.....1:00 p.m.\*  
Division 5.....2:00 p.m.\*

- ⇒ Be prepared to start earlier as meetings may be quicker than others.
- ⇒ Have ALL paperwork in order, and have a form for each appointment.

Cc: Department Commander

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**NO CARBON REQUIRED**

\* **DEPARTMENT:** Send **WHITE** copy to Department Headquarters

\* **DIVISION COMMANDERS:** Retain **YELLOW** copy

*(Submit to Department Commander upon request)*

\* **DISTRICT COMMANDERS:** Retain **PINK** copy

*(Submit to Division Commander prior to Division Organizational Meeting)*

## Department Commission—Committee Appointment Recommendation Form

\_\_\_\_\_ Commission / Committee

Recommended for: Chairman \_\_\_\_\_ Vice Chairman \_\_\_\_\_ Member \_\_\_\_\_

Name \_\_\_\_\_ (Spouse) \_\_\_\_\_  
(First) (Middle) (Last)

Member Identification No. \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Cell or Business Phone \_\_\_\_\_  
(indicate Cell or Business)

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

District No. \_\_\_\_\_ Division No. \_\_\_\_\_ County \_\_\_\_\_

**Military Service:**

W.W. I \_\_\_\_\_ W.W. II \_\_\_\_\_ Korea \_\_\_\_\_ Vietnam \_\_\_\_\_ Granada/Lebanon \_\_\_\_\_

Panama \_\_\_\_\_ Persian Gulf \_\_\_\_\_

Summary or past Legion activities: \_\_\_\_\_

Summary of experience which qualifies candidate for appointment: \_\_\_\_\_

Date of Recommendation \_\_\_\_\_

Recommended by:

\_\_\_\_\_  
District Commander

\_\_\_\_\_  
Division Commander

Approved for: Chairman \_\_\_\_\_ Vice Chairman \_\_\_\_\_ Member \_\_\_\_\_

\_\_\_\_\_  
Department Commander