DATE: August 2019

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.

2019-2020 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 2019 - 2020 Division Commander may receive many of these completed forms from his District Commanders upon his request or in August 2019. He will use these forms to compile his recommendations to the Department Commander on Wednesday, September 4, 2019 prior to the September 14, 2019 D.E.C. meeting.

Department Commander has set his appointment meetings as follows:

Wednesday, September 4, 2019

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
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