



# THE AMERICAN LEGION POST DATA REPORT (PDR)

MEMBERSHIP YEAR

**" NEW POST ONLY "**

DEPARTMENT:

DISTRICT:

POST NO:

POST LEGAL NAME:

POST LOCATION:

{Example Name: The Historic Fort Benjamin Harrison}

{Example Location: Indianapolis, Indiana}

**\*\* PLEASE TYPE OR PRINT IN BLACK INK AND FORWARD THIS FORM WITH THE NEW POST TEMPORARY CHARTER APPLICATION TO YOUR AMERICAN LEGION DEPARTMENT STATE HEADQUARTERS OFFICE \*\***

## PLEASE TYPE OR PRINT LEGIBLY

### CURRENT INFORMATION:

1) POST'S HOME (PHYSICAL) ADDRESS:

NOTE: Only enter if Post owns or leases this facility.

2) POST'S MAILING ADDRESS:

3) POST'S DUES MAILING ADDRESS:

**NOTE:** IF THE MAILING ADDRESS CONTAINS A MEMBER'S NAME OR BEING SENT TO A MEMBER'S HOME ADDRESS, PLEASE PROVIDE THE MEMBER'S ID#.

(MEMBER ID#)

4) POST'S CURRENT ANNUAL DUES:

DUES:

NOTE: ALL DUES RATES WILL BE EFFECTIVE JULY 1<sup>ST</sup> UNLESS AN ALTERNATE EFFECTIVE DATE IS ENTERED.

EFFECTIVE DATE:

{select date from drop-down menu}

5) POST'S TELEPHONE NUMBER:

— —

6) POST'S FAX NUMBER:

— —

**NOTE:** DO NOT use personal phone numbers of members.

7) POST'S EMAIL ADDRESS:

8) POST'S INTERNET WEBSITE:

9) POST'S MEETING DATE & TIME:

**NOTE:** SELECT ALL APPLICABLE BOXES TO THE BELOW QUESTIONS

10) ☐ Post sponsors an ALR Chapter

11) ☐ Smoking permitted

☐ No Smoking

12) ☐ Facilities are available to rent for special events

13) ☐ Post has a Club Room (food/drink)

POST ADJUTANT OR POST COMMANDER SIGNATURE

DATE

{select date from drop-down menu}

**THIS FORM SHOULD BE SUBMITTED WITH A NEW POST TEMPORARY CHARTER APPLICATION ONLY**