1. **NATIONAL CONVENTION (Policy)**

a. Since it is mandatory for the National Convention Delegates to attend Pre-Convention meetings whenever scheduled and it is necessary to arrive the day prior to those scheduled meetings, it is recommended the packets containing the Book of Reports and other materials be available the day prior to the Pre-Convention meetings.

1. Assignments to the Pre-Convention meetings shall be under the jurisdiction of the Delegation Chairman to the National Convention with these suggested guidelines:
2. Delegation Chairman—Finance
3. Department Secretary/Treasurer—Credentials/Resolutions
4. Department Chairmen—Their respective programs
5. Flag & Banner Bearers—May not be assigned if flags are used.

c. The order of the Flag processional and parade at National Convention shall be determined by the membership standing as of the last Friday in May:

1. First Place District carries the US Flag.
2. Second Place District carries the Ohio Banner.
3. Third Place District carries the Auxiliary Banner.
4. The fourth and fifth place Districts will serve as guards.

5) In the event a District President is unable to carry the Flag, Banner or be a guard, the Delegation Chairman shall appoint a member from the same District, if possible.

* 1. No vehicles will be permitted within the Ohio Delegation in the National Parade unless coordinated with the American Legion Department of Ohio.
	2. Any Paid National Convention Delegate who is ABSENT from an assigned Pre-Convention Meeting, the Central Division Caucus, the Ohio Caucus, any National Convention session, or Installation, without the consent of the Delegation Chairman, shall FORFEIT $50.00 per each meeting missed. To be excused from the Delegation during a National Convention session, permission must first be granted by the Delegation Chairman before approaching a page (i.e. personal privilege). THIS PARAGRAPH IS TO BE ATTACHED TO EACH DELEGATE’S CHECK!
	3. Any National Award received shall be returned to Department Headquarters and presented to the recipient at the next Department Function.
	4. The District Presidents of the first two Districts in membership shall be the delegation pages. They shall attend the page rehearsal and page picture session, if available. These are the names that will be submitted by the Department Secretary/Treasurer as the Department of Ohio pages.
	5. The Delegation Chairman, if she so desires, may select additional pages to serve on days other than the opening and closing. These pages should be selected as to their membership ranking.
	6. The Delegation Chairman shall replace an absent District President previously named as Delegation Page with an available District President based on membership ranking as of May 31st.

**CONSTITUTION & BYLAWS**

**ARTICLE VII**

**Delegates and Alternates to the National Convention**

Section 1. Representation in the National Convention shall be as provided in Article VI of the National Convention.

Section 2. The National Executive Committeewoman and any National Officer from the Department of Ohio shall be delegates-at-large to the next succeeding National Convention. All Department Officers, the Delegation Chairman, National Chairmen, all Past National Officers from the Department of Ohio and any National Committee members and/or Central Division National Appointees shall be automatic Delegates to National Convention, to be ratified at the Department Convention.

Section 3. When the total number of membership representation to National Convention does not allow for all stated in Section 2, to be automatic delegates due to the total amount of delegates allowed, then the above will be automatic delegates first and then automatic alternates with the priority as follows:

1. District Delegates
2. Department Officers
3. The Delegation Chairman
4. National Chairmen
5. Ohio Past National Officers
6. National Committee Members
7. Central Division Committee Members

Section 4. The District President in office at the time of District Summer Convention shall serve as delegate to the National Convention. An alternate to the District President shall be elected at District Summer Convention. Districts having 4000 or more members shall be entitled to one (1) delegate and two (2) alternates in addition to the District President. This delegate and alternates shall be elected at District Summer Convention and this election shall be ratified by vote at the following Department Convention.

Section 5. The remaining number of delegates to which the Department is entitled and an alternate for each delegate shall be elected at the Department Convention. Should any delegate or her alternate, be unable to attend the Convention, the President shall appoint one of the alternates from the same District if possible.

Section 6. The immediate Past President shall act as Chairman of the Delegation to the National Convention. The Secretary/Treasurer shall act as Secretary of the Delegation to the National Convention.

Section 7. If economic conditions do not warrant sending the full number of delegates, the number sent may then be determined by the Department Finance Committee with Department Executive Committee approval.

Section 8. The National Convention Fund will provide payment for all delegates who receive allowances to the National Convention. The allowance for the outgoing President (Delegation Chairman), the incoming President, First and Second Vice President, Secretary/Treasurer, the 14 District Presidents, and the second delegate for each District with membership of 4000 or more shall be paid from the National Convention Fund.

The Registration Fee for the full delegation, including the Executive Committee, any National Officers and/or National Chairman, shall be paid from the National Convention Fund.

Section 9. Delegates to the National Convention, as specified in Section 7, shall be entitled to the National Convention allowance, provided they have attended every session of the National Convention, when not in attendance at meetings of National Committees, or unless excused by the Chairman of the delegation, and so reported to the Department Secretary/Treasurer.

Section 10. The Department shall not be responsible for any expense incurred by a National Executive Committeewoman or the Chairman of a National Committee in attendance at a National Convention.