



BULK MAILING FOR APRIL 2019

To: Unit Presidents
Department Executive Committee
District Chairmen

Department Chairmen/Committee
Past Department Presidents
Hospital Representatives & Deputies

This mailing includes information regarding the **2019 Department Convention** to be held in Toledo, Ohio, June 27-29, 2019. Please read all instructions carefully and adhere to deadlines.

Department Convention Information:

- ✓ Department Convention Official Call (*white*)
- ✓ Department Convention Rules and Order of Business (*goldenrod*)
- ✓ Resolutions Rules (*goldenrod*)
- ✓ Tentative Program (*white*)
- ✓ Department Convention Housing Information and Form (*pink*) – **Deadline May 25, 2019**
- ✓ Department Convention Delegate Certification Form (*blue*) – **Deadline June 1, 2019**
- ✓ Department Convention Alternate Certification Form (*yellow*) – **Deadline June 1, 2019**
- ✓ Alternate to Delegate Certification (*lilac*)- **Deadline June 1, 2019**
- ✓ Delegate and Alternate Pre-Paid Registration Form (*gray*) – **Deadline June 1, 2019**
- ✓ Delegate-At-Large Pre-Paid Registration Form (*pink*) – **Deadline June 1, 2019**
- ✓ Resolution Form (*white*)
- ✓ Goal Unit Processional (Gold)
- ✓ Convention Program Ad Information FORM- **Deadline June 1, 2019**
- ✓ Candidate Flyers- Kristen Little, Colleen Phillips, and Cindy Masowick

OTHER ITEMS: Reminder: Recently a mailing went out to all Unit Presidents with a Unit Data Form due April 1, 2019 and Certification of Unit Officers form is due June 1, 2019. Both forms must be completed and returned to Department Headquarters immediately. If this form is not returned, the Unit will not receive important mailings from Department Headquarters. Correct addresses and member ID numbers are essential.

- ✓ Note from the President
- ✓ Membership (*cherry*)
- ✓ Centennial Countdown
- ✓ Buckeye Girls State
- ✓ Chaplain (*tan*)
- ✓ Leadership (*yellow*)
- ✓ Education (*blue*)
- ✓ O.V.H. Update
- ✓ Invitation to Jr President Makenah's Homecoming
- ✓ Unit Clerk Request Form (*cherry*)



AMERICAN LEGION AUXILIARY

Department of Ohio, Inc.
PO Box 2760
Zanesville, Ohio 43702-2760
(740) 452-8245

OFFICIAL CALL

AMERICAN LEGION AUXILIARY

Department of Ohio, Inc.

NINETY-NINTH ANNUAL DEPARTMENT CONVENTION

June 27-29, 2019

Radisson University of Toledo

3100 Glendale Ave.

Toledo, Ohio 43614

The Ninety-Ninth Annual Department Convention of the American Legion Auxiliary, Department of Ohio, is hereby called in conformity with the Department of Ohio Constitution Article V, Section 1, "The Department Convention shall be held annually at the time and place fixed by the American Legion and this Convention shall be the legislative body of the organization". The convention will be held in **Toledo, Ohio on June 27-29, 2019** with the American Legion Auxiliary Headquarters in the **Radisson University of Toledo, 3100 Glendale Ave, Toledo, 43614, 419 381-6800**. All Convention meetings, District Caucuses and Convention Sessions will be in the **Radisson University of Toledo** with Department **President Kathy Heichel** Presiding.

PURPOSE

1. To elect the following officers for the ensuing year in conformity with the Department Constitution Article IV, Section 3, Officers Election, "The President, First Vice President, and Second Vice President shall be elected annually. For those offices with more than one nominee, election shall be by ballot at the Department Convention for a term of one year or until their successors are elected and installed. A plurality vote shall elect. These Officers shall not be eligible for a second term in the same office. These Officers shall assume their duties at the adjournment of the Department Convention".
2. To ratify the elections of the District Presidents in the 2nd, 4th, 6th, 8th, 10th, 12th, and 14th Districts.
3. To elect Delegates and Alternates to the National Convention in **Indianapolis, Indiana August 23th through August 29th, 2019**.
4. To ratify the elections of National Delegates and Alternates in all Districts.

Note: 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. (Department Bylaws, Article VI, Section 2.)

5. To transact other business as may be brought to the attention of the Convention.

REGISTRATION

Thursday	June 27	1:00 PM to 8:00 PM
Friday	June 28	8:00 AM to 5:00 PM
Saturday	June 29	7:30 AM to 9:00 AM

Registration will close at the scheduled time on Saturday, June 29, 2019 for the election of Department Officers.

The 2019 Department Convention Delegate Certification Form and the 2019 Department Convention Alternate Certification Form must be returned to Department Headquarters by June 1, 2019 for Delegates and Alternates to be certified as Delegates and Alternates to Department Convention.

All Delegates, Alternates, and Visitors must register at the Registration table in order to receive a Convention Packet, credentials card, and official ribbon. Members are required to show their current membership card and sign the registration sheet. Delegates and Alternates are encouraged to take advantage of the pre-pay registration fee of \$7.00 to be sent to Department Headquarters, PO Box 2760, Zanesville, Ohio 43702 by **June 1, 2019**. The registration fee will be \$10.00 if not received in Department Headquarters by **June 1, 2019**.

The Registration Table will have several stations determined by Districts. Visitors must pay the \$10.00 registration fee. There is no pre-registration for visitors. Visitors are entitled to receive the Convention Packet.

If an Alternate is to become an acting Delegate and the *Alternate To Delegate Certification* form was not sent previously to Department Headquarters by **June 1, 2019**, the Alternate must obtain certification from her Unit President. If she is not available, the Alternate must obtain such authorization from the District President. After meeting these requirements, she may have her status changed at the Registration table and report the change to her District President. (If the Alternate is to replace the official Delegate for one hour or one meeting, she shall report only to her District President).

PRE-PAID REGISTRATION

The Registration Fee is \$7.00 for all Delegates and Alternates attending the Department Convention whose registration fee is received in Department Headquarters by **June 1, 2019**. Complete the enclosed *Pre-Paid Registration Form* and send to Department Headquarters with payment of \$7.00 per Delegate/Alternate. Make checks payable to Ohio American Legion Auxiliary, PO Box 2760, Zanesville OH 43702. The Registration Fee for Delegates, Alternates and Visitors paying at Convention will be \$10.00. Convention fees are non-refundable.

Example: If a Unit is entitled to 3 Delegates and only 1 or 2 plan to attend, only submit the \$7.00 fee for each individual planning to attend. Should the third Delegate decide to attend, she may pay her \$10.00 registration fee at the Department Convention.

CREDENTIAL CARDS AND CONVENTION RIBBONS WILL BE ACQUIRED AT THE TIME OF REGISTRATION AT DEPARTMENT CONVENTION.

CONVENTION REPRESENTATION BY UNITS

Each Unit shall be entitled to one (1) Delegate and one (1) Alternate for the first ten (10) members and one (1) additional Delegate and Alternate for each additional fifty (50) members, or major fraction, whose current dues have been received in Department Headquarters by **10:00 AM, May 31, 2019**. See table below to determine number of delegates and alternates permitted.

10- 35	Members:	1	Delegate and	1	Alternate
36- 85	Members:	2	Delegates and	2	Alternates
86- 135	Members:	3	Delegates and	3	Alternates
136- 185	Members:	4	Delegates and	4	Alternates
186- 235	Members:	5	Delegates and	5	Alternates
236- 285	Members:	6	Delegates and	6	Alternates
286- 335	Members:	7	Delegates and	7	Alternates
336- 385	Members:	8	Delegates and	8	Alternates
386- 435	Members:	9	Delegates and	9	Alternates
436- 485	Members:	10	Delegates and	10	Alternates
486- 535	Members:	11	Delegates and	11	Alternates
536- 585	Members:	12	Delegates and	12	Alternates
586- 635	Members:	13	Delegates and	13	Alternates
636- 685	Members:	14	Delegates and	14	Alternates
686- 735	Members:	15	Delegates and	15	Alternates
736- 785	Members:	16	Delegates and	16	Alternates
786- 835	Members:	17	Delegates and	17	Alternates
836- 885	Members:	18	Delegates and	18	Alternates
886- 935	Members:	19	Delegates and	19	Alternates
936- 985	Members:	20	Delegates and	20	Alternates
986- 1035	Members:	21	Delegates and	21	Alternates
1036- 1085	Members:	22	Delegates and	22	Alternates
1086- 1135	Members:	23	Delegates and	23	Alternates
1136- 1185	Members:	24	Delegates and	24	Alternates
1186- 1235	Members:	25	Delegates and	25	Alternates

Members of the Department Executive Committee (Department President, Department 1st Vice, Department 2nd Vice, National Executive Committeewoman, Department Secretary/Treasurer, District Presidents) and all Past Department Presidents in good standing are Delegates-At-Large and are not to be counted as Unit Delegates.

DEPARTMENT HOUSING

Request for hotel accommodations must be made thru the Hotel Website or by phone directly to the hotel. The Department of Ohio Legion is not making reservations for housing this year.

Housing Deadline – May 25, 2019

RESOLUTIONS

Resolutions may be presented by a Unit Member in good standing. Signature must be affixed with Unit name, number and location, and District number.

Resolutions must be signed by the Unit President and the Unit Secretary, presented in quadruplicate, and forwarded to Department Headquarters at least ten (10) (**June 15, 2019**) days before the Convention or presented to the Resolutions Committee at the Convention (**June 28, 2019**). Any Resolution not properly signed will not receive consideration. (See enclosed Resolutions Rules.)

Consult the official program for the schedule and location of the Department Resolutions Committee, Department Finance Committee and the Department Executive Committee on Friday.

Kelly

Kelly Gibson

Department Secretary/Executive Director

Distribution: All Unit Presidents
Department Executive Committee
Past Department Presidents
Hospital Representatives
Department Chairmen/Committees
District Chairmen

AMERICAN LEGION AUXILIARY
Department of Ohio, Inc.
2019 DEPARTMENT CONVENTION RULES AND ORDER OF BUSINESS

1. All meetings of this convention shall be called to order at the designated time.
2. The Credentials Committee shall report at such times as directed by the Chair.
3. The Chair may have permission to deviate from the printed program when necessary or expedient.
4. The audience shall remain seated during the business of the Convention, unless participating in discussion or program. No one shall be permitted to enter or leave the hall during the presentation of reports or when a speaker has the floor.
5. The District President shall be Delegation Chairman of her District and shall be charged with the responsibility of seeing that only accredited delegates, wearing the official delegate badge, are seated with their delegation. If the delegate is to be temporarily absent from a meeting, she shall give her badge to her alternate who shall then take the delegate's place and report to the District President.
6. An Alternate who is to replace a delegate unable to attend the Convention, shall notify the registration committee (by written authorization from her Unit President or by a signed Delegate Replacement Form) that she is a registered alternate acting as a delegate, and notify her District President that she will be the official delegate.
7. Only voting members of the convention may make motions and address the assembly. To address the assembly, the voting member shall (1) rise, (2) go to a microphone, (3) address the Chair, (4) wait to be recognized by the Chair, and (5) give her name and Unit number.
8. Debate on any question shall be limited to THREE (3) minutes for each speaker. No person shall speak on the same question more than once without the consent of the Convention body. No District may speak more than once until all Districts have spoken who desire to do so. TOTAL DEBATE TIME on one question shall be limited to TWENTY (20) MINUTES.
9. Any Committee or individual recommending an appropriation of money shall confer with the Department Finance Committee before recommendation is presented.
10. Voting shall be by voice except when roll call is requested or when rules require a ballot vote (See #16).
11. Nominations for Department Offices shall be made from the floor. Nominating speeches shall be limited to three (3) minutes. There shall be no seconding speeches. Election of Department Officers shall be held on Saturday. A plurality vote (*largest number of votes*) shall elect (Article IV, Sections 2, 3, Department Constitution).
12. Each Department Officer Candidate may address the Department Convention for two (2) minutes when introduced.

13. Consideration of Endorsement of Candidates for National Offices shall be in accordance with effective Policy stipulations.

14. Nominations for consideration of Endorsement of Candidates for National Offices shall be made from the floor. Nominating speeches shall be limited to three (3) minutes. There shall be no seconding speeches. Election of Endorsed Candidates for National Offices shall be held on Saturday. A plurality vote shall elect.

15. Each Candidate for Endorsed National Officer may address the Department Convention for two (2) minutes when introduced.



AMERICAN LEGION AUXILIARY

Department of Ohio, Inc.

PO Box 2760

Zanesville, Ohio 43702-2760

(740) 452-8245

2019 RESOLUTIONS RULES

1. All resolutions presented shall be in writing and signed by two qualified delegates, or by action of a District or Department Committee, with the exception of courtesy resolutions.
2. The Resolutions Chairman appointed by the Department President shall receive all resolutions, study, number them in logical sequence eliminate duplication by combining, if necessary, make certain they are in correct form and refer them to the proper committee for action. The Committee shall, when necessary, determine the intent of the resolution and give the delegates, the Unit or District presenting the resolution the opportunity to explain it.
3. The Resolutions Chairman shall report to the Convention, as directed by the Department President, all resolutions properly presented to it. Courtesy resolutions shall be presented as one of the last items of business of the Convention.
4. The Convention delegates must first act upon any recommendation or resolution to be referred to The American Legion for consideration. Resolutions or recommendations in conflict with the policy of The American Legion shall not be considered.
5. Any resolution or recommendation involving the expenditure or appropriation of money shall be referred to the Department Finance Committee before being considered. The Department Finance Committee shall act upon the resolution or recommendation and mark its action on the resolution. The Finance Chairman will attest by signature.
6. Resolutions will be read during the Convention Prep Meeting by the Unit/District/Committee or Member presenting. No debate will be held during this time, only clarifying questions and answers to assist in the comprehension on the proposed resolution. A copy of each resolution will be provided to each of the District Presidents so that they may present during their District Caucus.
7. All resolutions submitted to the Department Headquarters will be presented by the Resolutions Chairman during the perspective program from which they have been assigned. If it is not germane to a specific program it will be include in the convention business agenda and presented by the Resolutions committee.
8. Resolutions may be presented from the floor when there is no pending business before the Convention, after which they shall be referred to the proper committee without discussion.
9. Any resolution rejected by the Resolution Committee will be stated as such and may be brought before the Convention by two-thirds vote of the Convention body.

AMERICAN LEGION AUXILIARY
DEPARTMENT CONVENTION 2019
!!!Save The Date!!!

Tentative Schedule
THURSDAY, JUNE 27, 2019

Radisson University of Toledo

1:00-6:00 PM	Department Headquarters/Supplies Sales
1:00-8:00 PM	Registration
12:30 PM	Department Finance Committee
2:00 PM	Department Executive Committee
5:30 PM	Pre Convention Meeting for Department Chairmen/DEC/District Chairman/All Members Welcome
7:00 PM	Department Executive Committee Dinner

FRIDAY, JUNE 28, 2019

Radisson University of Toledo

8:00 AM-5:00 PM	Department Headquarters/Supplies Sales
8:00 AM-5:00 PM	Registration
8:00-11:30 AM	District Caucuses 8th - 14th (8:30-10:00) & 1st - 7th (10:00-11:30)
1:00-4:00 PM	Convention Session Opens
6:00 PM	Meet the Candidates
7:00 PM	Birthday Celebration Bash (entertainment at 7:00)

SATURDAY, JUNE 29, 2019

Radisson University of Toledo

8:00-9:00 AM	Registration
8:00 AM-5:00 PM	Department Headquarters/Supplies Sales
8:30 AM- 4:00 PM	Convention Session Reconvenes- (Election of Officers, Election of National Conv Delegates Installation of New Officers)

SUNDAY, JUNE 30, 2019

Radisson University of Toledo

8:00 AM-10:00 AM	Department Headquarters/Supplies Sales
9:00 AM -11:00 AM	2018-19 Department Executive Committee Board Meeting and Orientation

Convention Housing



Book your room for the

**American Legion & American Legion Auxiliary
Department of Ohio Annual Convention**

The Radisson at The University of Toledo

3100 Glendale Avenue Toledo, OH 43614

Hotel Amenities:

- Fitness Center & Indoor Pool with Hot Tub
- On site Restaurant, Lounge & Room Service
- Free Wi-Fi access throughout the property

Reservations:

- Preferred method: **Call the hotel** at 419-389-6800 and reference **Rate Code: 1906ALA619**
- When making online reservations: go to **Radisson.com/Toledo**. Click SEARCH, enter your criteria then use **Promo Code ALAC**.
- Rate of \$119.00 plus tax is available **June 26 through June 29, 2019**
- **Must book by midnight on May 25, 2019**

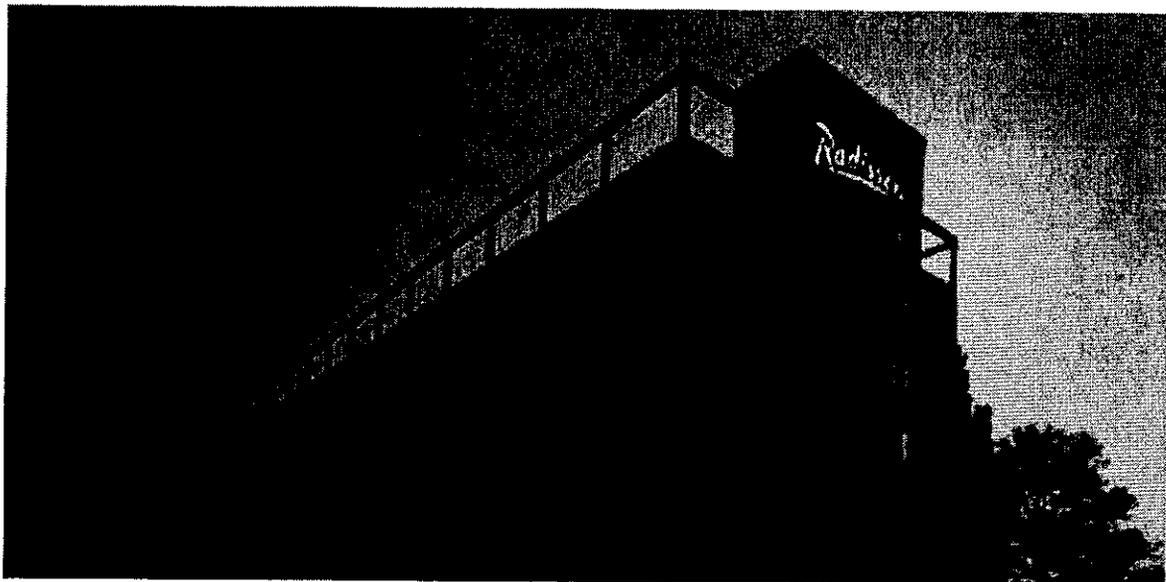
Checking In/Out

- Check-In: 3:00 PM
- Check Out: 12:00 PM

There are carts at our entrance way. PLEASE return the carts to the entryway for the next guest.

Parking

- There is plenty of free self-parking on our spacious lot.



AMERICAN LEGION AUXILIARY
PO Box 2760
Zanesville, Ohio 43702-2760

DISTRICT # _____

UNIT # _____

UNIT NAME _____

2019 DEPARTMENT AND DISTRICT CONVENTION DELEGATE CERTIFICATION FORM

Delegates and Alternates are elected by each Unit to represent the Unit at Department and District Conventions. **Please complete this form and return one copy to Department Headquarters by June 1st (see address above) and one copy to your District President at least one week prior to District Convention.** Keep a copy for your records. **Do not** include Delegates-At-Large on this list. Please type or print.

MEMBER ID #	DELEGATE NAME	ADDRESS	CITY	ST	ZIP	PHONE #
1. _____	_____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____	_____	_____
6. _____	_____	_____	_____	_____	_____	_____
7. _____	_____	_____	_____	_____	_____	_____
8. _____	_____	_____	_____	_____	_____	_____
9. _____	_____	_____	_____	_____	_____	_____
10. _____	_____	_____	_____	_____	_____	_____
11. _____	_____	_____	_____	_____	_____	_____
12. _____	_____	_____	_____	_____	_____	_____
13. _____	_____	_____	_____	_____	_____	_____
14. _____	_____	_____	_____	_____	_____	_____

I, _____, Unit President, certify that the above members are in good standing and are duly elected as Delegates to the 2019 American Legion Auxiliary, Department of Ohio, Department and District Conventions.

AMERICAN LEGION AUXILIARY
PO Box 2760
Zanesville, Ohio 43702-2760

DISTRICT # _____ UNIT # _____ UNIT NAME _____

2019 DEPARTMENT AND DISTRICT CONVENTION ALTERNATE CERTIFICATION FORM

Delegates and Alternates are elected by each Unit to represent the Unit at Department and District Conventions. Please complete this form and return one copy to Department Headquarters by June 1st (see address above) and one copy to your District President at least one week prior to District Convention. Keep a copy for your records. Do not include Delegates-At-Large on this list. Please type or print.

MEMBER ID #	ALTERNATE NAME	ADDRESS	CITY	ST	ZIP	PHONE #
1. _____	_____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____	_____	_____
6. _____	_____	_____	_____	_____	_____	_____
7. _____	_____	_____	_____	_____	_____	_____
8. _____	_____	_____	_____	_____	_____	_____
9. _____	_____	_____	_____	_____	_____	_____
10. _____	_____	_____	_____	_____	_____	_____
11. _____	_____	_____	_____	_____	_____	_____
12. _____	_____	_____	_____	_____	_____	_____
13. _____	_____	_____	_____	_____	_____	_____
14. _____	_____	_____	_____	_____	_____	_____

I, _____, Unit President, certify that the above members are in good standing and are duly elected as Alternates to the 2019 American Legion Auxiliary, Department of Ohio, Department and District Conventions.



**AMERICAN LEGION AUXILIARY
Department of Ohio, Inc.**

**2019 DEPARTMENT CONVENTION
ALTERNATE TO DELEGATE CERTIFICATION**

If your Unit is replacing a Delegate with a previously registered Alternate, please complete this form and return to Department Headquarters by June 1, 2019. After that date, the Alternate is to bring this completed form and her 2019 Membership Card to the Registration Table at Department Convention. Only the Unit President, District President, or Department Officer may certify.

I, _____
(Officer Name) (Title)

certify that

(Alternate Name) (Membership ID #)

is replacing

(Delegate Name) (Membership ID #)

as Delegate to the 2019 American Legion Auxiliary Department of Ohio Convention.

(Officer Signature) (Date)

UNIT # _____ DISTRICT # _____

(gray)

AMERICAN LEGION AUXILIARY
Department of Ohio, Inc.

2019 DEPARTMENT CONVENTION DELEGATE AND ALTERNATE PRE-PAID REGISTRATION FORM

Please complete form and return to Department Headquarters by June 1, 2019 with payment of \$7.00 per Delegate and Alternate.

DO NOT LIST DELEGATES-AT-LARGE ON THIS FORM.

The Delegate and Alternate Certification Forms must also be completed and returned to Department Headquarters.

List Delegates Below

Please be sure name is spelled correctly and you use the correct Member ID#

ID# NAME

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____

List Alternates Below

Please be sure name is spelled correctly and you use the correct Member ID#

ID# NAME

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____

I, _____, Unit President, verify the above are members in good standing and were duly elected as Delegates and Alternates to the 2019 American Legion Auxiliary Department Convention.

Date _____ Check # _____ Amount Paid _____ Unit # _____ District # _____



AMERICAN LEGION AUXILIARY
Department of Ohio, Inc.

**2019 DEPARTMENT CONVENTION
DELEGATE-AT-LARGE PRE-PAID REGISTRATION FORM**

Please complete this form and return to Department Headquarters with your \$7.00 registration fee by **June 1, 2019**. If your Unit pays your registration fee, please have your Unit President submit this form with the Unit Delegate/Alternate Pre-Paid Registration Form.

NAME _____

ID # _____

TITLE _____

UNIT # _____ DISTRICT # _____

CHECK # _____ AMOUNT \$ _____

Return with payment to: American Legion Auxiliary
Department of Ohio, Inc.
PO Box 2760
Zanesville OH 43702-2760

(Pink)

AMERICAN LEGION AUXILIARY
Department of Ohio, Inc.



SUMMER CONVENTION RESOLUTION (example)

WHEREAS: _____ Unit # _____ has very graciously extended their hospitality to all in attendance at the _____ District Summer Convention, given a warm welcome, delicious refreshments, and have made excellent arrangements;

WHEREAS: _____, Mayor of _____,
 _____, Commander of Squadron # _____,
 _____, Commander of Post # _____,
 _____, Commander of District # _____,

_____ have extended greetings to this Summer Convention;

WHEREAS: the following District Chairmen presented reports and awards:

- Americanism - _____ of Unit # _____;
- Children and Youth - _____ of Unit # _____;
- Community Service - _____ of Unit # _____;
- Junior Activities - _____ of Unit # _____;
- Veterans Affairs & Rehab. - _____ of Unit # _____.

WHEREAS: _____ has delivered a most inspiring address;

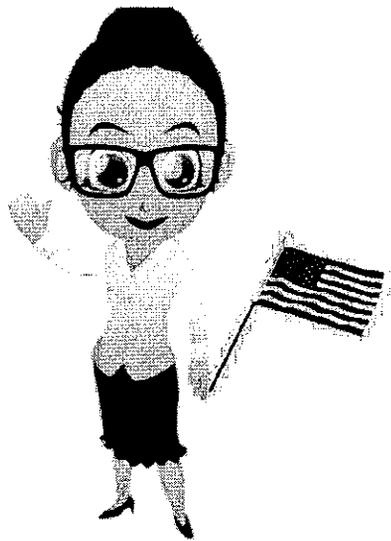
WHEREAS: the report of the _____ District President _____ was very interesting and informative; and

WHEREAS: District President _____ has presided over this meeting knowledgeably and well; therefore be it

RESOLVED: that the _____ District of the American Legion Auxiliary, Department of Ohio, assembled in _____, Ohio, this _____ day of _____, 20_____, expresses sincere thanks and appreciation to all who have contributed to the success of this Summer Convention.

Respectively submitted by,

 _____ Unit # _____
 _____ Unit # _____
 _____ Unit # _____



Attention all GOAL UNITS!

Units achieving Membership Goal by May 31, 2019 are invited to participate in the Opening Session of the Department Convention in Toledo, Ohio on Friday, June 28th, 2019.

Each Goal Unit may have two participants, appointed by the Unit President. Representatives are asked to attend a rehearsal prior to the Opening Session on **Friday, June 28th, 2019 at 12 noon**. The Sergeant-At-Arms will give instructions.

Small US Flags will be issued to each representative to carry in the Opening Session Processional. Units are **not** required to bring flags, banners, or standards for processional. Unit representatives are asked to wear **white blouse, navy blue skirt or pants, and comfortable shoes**.

Remember:

- Unit must be goal by May 31, 2019
- Processional Practice: Two Unit representatives are to report on **Friday at 12 pm**.
- Unit representatives are to wear white blouse, navy blue skirt or pants, and comfortable shoes. (No Blue Jeans or Shorts Please)



2019 Department Convention Program

Sponsor an Ad in this Year's 2019 Auxiliary Convention Program

This year the Legion and the Auxiliary will be doing separate programs. The Auxiliary's Program will be a black and white booklet containing the complete convention schedule and an abbreviated Legion Schedule. New this year you have an opportunity to advertise your Unit or Organization. All proceeds will help defray convention expenses.

(See the Reverse side for Examples and Ad Prices)

DEADLINE: JUNE 1, 2019

Fill out the form below and provide all information for Advertisement proof, or email to:

kelly@alaohio.org

Send Form to: Department Headquarters

PO Box 2760

Zanesville, Ohio 43702

Unit/Organization Name: _____

Contact Person Name: _____

Phone: _____

Email: _____ (address where a proof can be emailed)

AD Size ½ Page: \$50.00

¼ Page:\$25.00

Business Card: \$15.00

Small Square:\$10.00

Photo and Logos available on ads, accept for Small Square. Only text available in Small Square.

Amount Enclosed:\$ _____

AD LAYOUT/INFORMATION



American Legion Auxiliary Unit 526 Proudly Supports

Edith Hobart Candidate for President

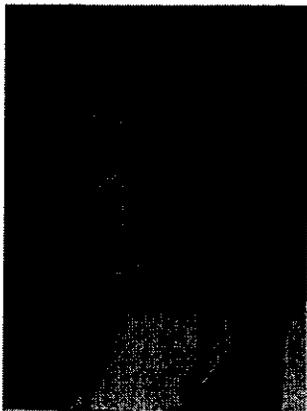
God Bless America

½ Page= \$50.00

¼ Page= \$25.00

Russell Chadwick Unit 389
Proudly Endorses

EDITH HOBART



Candidate for
The American Legion
Auxiliary
1st Department President

Business Card= \$15.00

We Proudly Support
The American Legion Auxiliary

Russell Chadwick Unit 389
Beverly, Ohio

Small Square= \$10.00

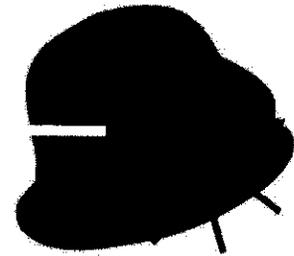
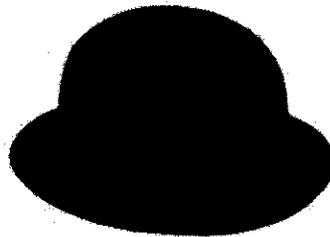
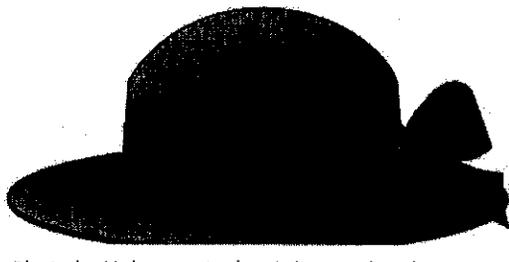
(Text Only)

Supporting Veterans
**American
Legion
Auxiliary**
Lorrain Unit 30

1112 West Erie
Avenue, Loraine

Proudly Supporting
All Who Served
**American
Legion
Auxiliary**
Zanesville
Unit 29

3rd Street, Zanesville



HATS! HATS! HATS! HATS! HATS!

WEAR YOUR HAT TO AMERICAN LEGION AUXILIARY
CONVENTION BIRTHDAY CELEBRATION BASH AT 7:00 PM

FRIDAY JUNE 28TH TO

CELEBRATE THE ALA 100TH ANNIVERSARY

WEAR ANY HAT WORN BETWEEN THE YEARS

1919-2019

YOU CAN ALSO WEAR A DRESS OR SUIT FOR ESPECIALLY THE EARLIER
YEARS WHEN THEY ALWAYS DRESSED UP WITH THEIR HATS, ELEGANT
SUITS AND FURS

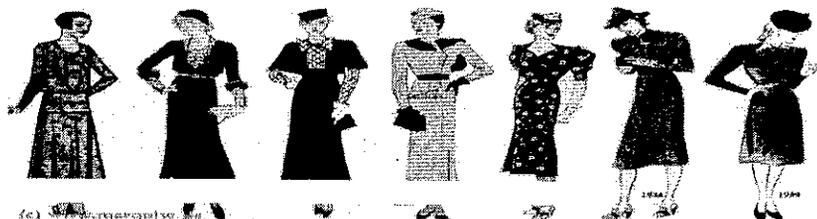
WE WILL HAVE A HAT PARADE AND JUDGES

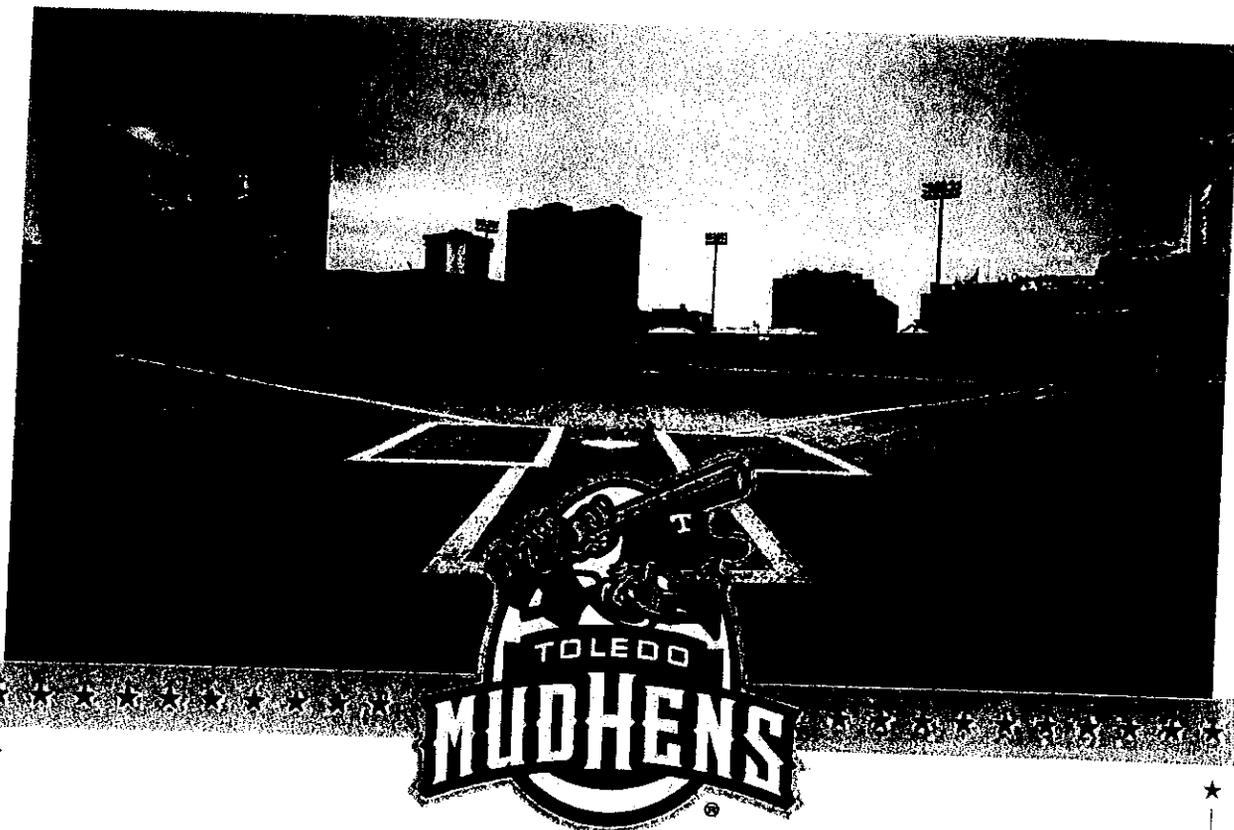
PRIZES WILL BE AWARDED FOR MANY CATEGORIES

LET'S HAVE FUN

LATER THERE WILL BE CAKE FOR ALL

IT WILL BE A GOOD TIME TO CELEBRATE PRESIDENT KATHY'S YEAR IN
OFFICE AND THE FINE JOB SHE HAS DONE





AMERICAN LEGION NIGHT



HIO

WITH THE MUD HENS

Friday, June 28th at 7pm

Event Promotions:

Premium Giveaway: Muddy/Fighter Jet Bobblehead
Fireworks / Post-Game Concert / Inflatable Games for Kids

Order Your Tickets Today!

Contact Matthew Snider at **419-720-6544** or
email at msnider@mudhens.com

(Additional Game Dates: Saturday, June 29th and Sunday, June 30th)

Game Tickets Available for \$14.00 All Games





**There are three great ways to experience the American Legion
Night with the Mud Hens at Fifth Third Field!**

Option 1: Game Ticket for \$14.00

Option 2: Game Ticket + Food Voucher for \$19.00

Includes: Hot Dog, Bag of Chips and a Soda

***Option 3: Game Ticket + All-American Buffet for \$32.00**

**Only available for June 28th*

Includes: All-You-Can-Eat Hamburgers, Hot Dogs, Mac & Cheese, Tossed Salad,
Chips, Chocolate Chip Cookies and Soft Drinks

**For More Information & To Purchase Online:
www.mudhens.com/americanlegion**

Available Game Dates:

June 28 | June 29 | June 30

Circle All That Apply

Game Ticket: x \$14 = _____

Game Ticket + Food Voucher: x \$19 = _____

*Game Ticket + All-American Buffet: x \$32 = _____

**Only available for June 28th*

TOTAL = _____

METHOD OF PAYMENT (please check one)

VISA MC AMEX Check (TOLEDO MUD HENS)

Name on Card: _____

Card # _____

Exp. Date _____ CCV# _____

Name _____

American Legion Post _____

Address _____

City _____ State _____ ZIP _____

Phone _____

Fax (Optional) _____

E-mail _____

MAIL TO: Toledo Mud Hens
Attn: Matthew Snider
406 Washington St.
Toledo, OH 43604

E-MAIL TO: Matthew Snider, msnider@mudhens.com

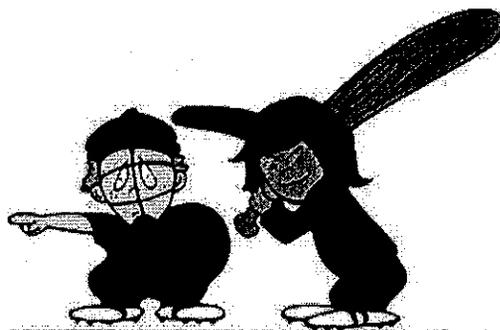
Have questions?

419.720 6544 or msnider@mudhens.com



Shuttles have been arranged between the American Legion Convention at the Park Inn and the ALA Convention at the Radisson University of Toledo. The schedule is as follows:

Thursday	Noon - 6:00 pm
Friday	8:00 am – 4:00 pm
Saturday	7:30 am – 1:00 pm
Sunday	6:30 am – 12:00 pm



On Friday evening the Toledo Mud Hens are honoring the Legion with American Legion Night. A flyer is included in this mailing. Any Units attending are invited to bring their colors for a parade following the game. The team will provide a room to store your colors until it is time to fly them proudly.

Kristen Little
Candidate for Department of Ohio
President



Kristen is a 42 year member of The American Legion Auxiliary Brook Park Unit 610.

As a Junior member she served as both Unit and District President.

She was a delegate to Buckeye Girls State and has returned as a staff member.

She has held all offices and various chairmanships at the Unit level and served as the 13th District President (2012-2014).

On the Department level she has served as Veterans Affairs & Rehabilitation chairman, Children & Youth chairman, Credentials chairman, has been a delegate to Department and National Conventions and currently serves as the Department 1st Vice President.

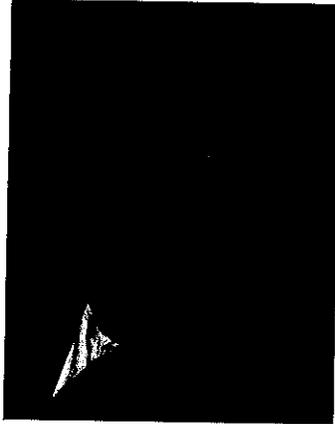
Kristen is dedicated to the ideals of the American Legion Auxiliary; honoring the sacrifice of those who have served and advocating for our veterans, military, and their families.

Kristen is proudly endorsed by her Unit and District.



Warren L McIntire Unit 262

Randolph Street, P.O. Box 391, Hamler, Ohio 43524



We are proud to endorse Mrs. Timothy (Colleen) Phillips for the office of Department First Vice President for the year 2019-2020.

Colleen gained her eligibility through her late father Billy B Bishop a World War II Veteran. She became a member 41 years ago when her mother Matilda was unit president.

Colleen became active in the 90's hoping to spend more time with her mother and got hooked on the great programs. Colleen was First District President in 2004-2006 and since then has held chairmanships of Department Poppy, Education, Community Service and Junior Activities. She is currently serving as the Department Chaplain. For over fifteen years, Colleen has held various offices in our Unit as well as Henry County Council. With her focus on Junior members, Colleen has served multiple times as District Junior Activities Chairman and volunteering at Buckeye Girls State.

Colleen has also been a regular Volunteer at the Toledo Outpatient Clinic for over three years.

Colleen and her husband Tim had five children and twelve grandchildren.

Her dedication to our organization continues to be evident from her involvement with the Junior Auxiliary; her granddaughters and other active juniors from our Unit and their participation in the District, Department and National Junior Auxiliary.

We ask for your sincere consideration and support of our candidate Mrs. Timothy (Colleen) Phillips for the office of First Vice President for the year 2019-2020.



CINDY MASOWICK

AMERICAN LEGION AUXILIARY

CANDIDATE FOR DEPARTMENT 2ND VICE PRESIDENT

2019 – 2020

14th District President (2017-2019)

Member of Streetsboro Unit 685 (23-years)

Unit #685 President for 22 years

Chairmanships on District and Department Level

Portage County Council

Eight and Forty Summit Salon #165 Partner and La Cassiere

Member of Streetsboro #685 Riders

Life Member of Putnam County #77 DAVA

Endorsed by Streetsboro Unit 685 and 14th District

“I Believe in the Principles and Ideals of the American Legion Auxiliary
Programs that support our Veterans, the Military and Youth. I believe in US as a team.”



From the Desk of Kathy Heichel

Department of Ohio, President

What a wonderful turn out we had for Junior Convention in Sandusky on April 6th. Thank You Aimee, Pat and Lori, job well done. Also big Thank You to Carol T. Robinson for taking the time to be their guest speaker, and everyone else who had a part in getting the job done for our younger generation of Auxiliary members.

It was a busy weekend with a couple of meetings going on, but was very nice for the ones who joined us in the evening for a wonderful meal on Saturday.

Sunday the 7th brought us Poppy Shop Open House, Sandy did a great job handling the event and oh what a beautiful parade we had of Miss and Master Poppies, they were beautiful all dressed up in their poppy attire, what a sight to see. If you missed it you need to try and make it next year. It is unfortunate at this time we only have two poppy makers working their hearts out to get orders filled please be patient, I know you are in need of them but Rudy and Doug are doing the best they can, Thank You

By the time you are reading this the deadline for reports will have past, I am in hopes that everyone has sent theirs to the proper chairmen and we have 100% reporting. The chairman packets are a little behind schedule but I know they are being sent out, patience please, Headquarters is working as hard as they can with help from myself and volunteers coming in. Thank You to those who are helping. The same goes for American Legion Auxillary Buckeye Girls State, those packets are being sent and updates to website will be done in near future, Thank You Rene', Vicky, and Kelly for staying on top of this very important program and to all who have volunteered to help stuff envelopes and what ever else is needed.

We will all get things done working together as a team and sharing our LOVE of Leaders Of Volunteering Everyday.

From my Heart with LOVE

Kathy



Membership

Kristen Little

Congratulations to District 8 for winning incentive #5.

There are still 3 more incentives to try and obtain, please read your plan of action.

Membership is an ongoing program, we never stop. Consider setting up a welcoming committee for new members to try and get them involved in unit activities and coming to meetings. Invite seasoned members to come and share their experiences with new members.

WELCOME COMMITTEE

Responsibilities:

- Call and welcome the new member.
- Greet new members at meetings.
- Note who was not at the meeting and follow up with her.
- Provide a welcome packet to new members.
- Conduct an orientation for new members.
- Pair new members with mentors.
- Identify a new member's interests and how she would like to be involved.

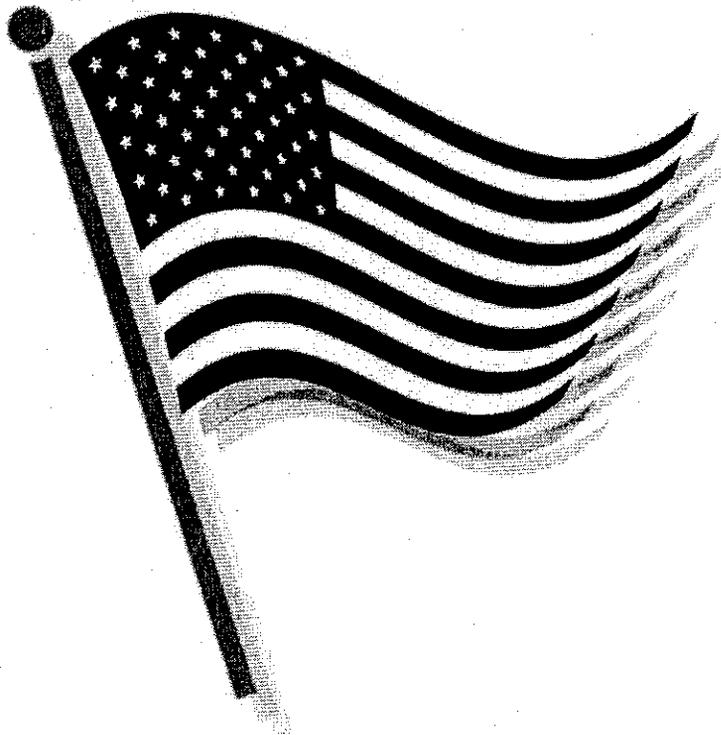
New Member Orientation:

- The Preamble
- History and structure of the Auxiliary
- Unit Handbook and Bylaws
- Explain the different types of chairman and officer positions, the responsibilities of those positions and introduce them to the officers, if possible.
- How to participate in a meeting, explaining parliamentary procedure

- Explain the programs and what your unit does for each program.

New Member Packet:

- Letter from unit president
- Membership card (pin at initiation ceremony)
- Unit Constitution and Bylaws
- Unit budget
- Unit contact list
- Unit Handbook (provide one, download it from the Auxiliary website, or tell them that they can purchase one online at www.emblem.legion.org)
- Poppy and poppy story
- Member discounts and services handout
- Latest unit newsletter and copy of Auxiliary magazine
- Calendar of events, including monthly meetings
- Extra membership applications — to sign up a friend



Centennial Countdown Colleen K Phillips Editor

Shirley Maurer – Department of Ohio American Legion Auxiliary President 2017-2018
Theme: Making Our Veteran's Wishes Come True

The most memorable moments of my year were:

Taking the tour of the VA Hospitals and the Outpatient Clinics in Ohio

Traveling throughout the State of Ohio, visiting units, being invited to celebrations and meeting all the wonderful Legionnaires and Auxiliary Sisters.

My Special Project – Making Our Veteran's Wishes Come True

When I announced my special project, never in my wildest dreams did I think we, and I stress the word "we", would raise over \$50,000. There is a need out there that the veterans have, we have granted wishes last year and this year and I am so happy that we can continue granting wishes.

Taking the tour of the VA Hospitals and the Outpatient Clinics let me see that each hospital and outpatient clinic is unique. They all do the same things to help our veterans but in a sense are different also. Our hospital representatives that we have at the different places are fantastic as they put their heart and soul into helping the veterans.

Wow, traveling throughout the State of Ohio, I was places I had never been before and I loved every moment of it. When you've put 14,000+ miles on the Department car, you know you have been places and have seen and met a lot of people. Everywhere I went, they were so friendly and hospitable.

I am a 44 member of the American Legion Auxiliary and first joined the New Knoxville Unit 444 in 1975. After moving to New Bremen and remarrying, my husband and I decided it was time to move our membership from New Knoxville to New Bremen in 1984 and we have been there ever since.

I have a daughter and two granddaughters that are also members of the New Bremen unit. My two granddaughters are now senior members, but as juniors were active in the unit.

On Unit Level, I have served as first and second vice, secretary, treasurer and have chaired the following: Americanism, Buckeye Girls State, Juniors, Constitution & Bylaws, and Past Presidents Parley. I am currently serving as Treasurer.

On District Level, I served from 2009-2013 as 2nd District President, 6 years as VA&R Chairman, and 2 years as Junior Activities.

On Department Level, I was the Department President (2017-2018), second and first vice president, member of the Department Executive Committee, Buckeye Girls State Board and Staff Member, 2 years as Constitution & Bylaws Chairman, serving on the Policy Committee, and Past Presidents Parley Committee.

On National Level, I am on the National Executive Committee (2018-2019) and for the 2019-2020 year, I will be a member of the Poppy Committee.

The Words of Helen Peeples Department of Ohio President 1977-1978 "Key of Service"

"I Joined Bradford Memorial Unit 643 in 1957. I became active in the unit serving as Junior Activities Chairman & Poppy Chairman. Our Juniors were active and we won many awards. I served as the District Junior Chairman for two years or more. As Poppy Chairman we went Door to door for many years Then just at the Bank and Patty's Grocery Store. The bank moved to another town but we still distributed at Patty's Store and Lany's Marathon Mart in Gettysburg. As we have some members from there. Today we distribute 400 small poppies and three of us are doing it. Two ladies have been doing it for 40-50 years and I haven't missed a year since 1957. Many (*people*) comment they look for us each year.

I was elected District President 1966-1968. We made goal both years. We chartered Four new units 798,762, 761 and 286. 762 dropped out two or three years later. They again re-chartered later.

I then accepted a department chairmanship but can not remember which one since we no longer have that chairmanship. I ran for Department Treasurer in 1971 and was defeated. Then I ran again in 1974 and was elected. I was then elected Second Vice in 1975 and First Vice in 1976; the Bicentennial year., when we had many functions dressed as they were in 1776. Many fun and fancy dresses and good times.

I was elected Department President in 1977, with Key of Service as my theme. And "Peoples Pickle Patch" with small pickle pins. For membership first Vice President Ruth Roush; theme. Many fun times and work times.

In April 1978 Marie Moore a long time Department Secretary resigned and agreed to be our Administrative Adviser. I then appointed Doris Wainwright as our Department Secretary, and she served us many years.

I then served as National Committee Woman and was on the National Membership Committee.

I am Proud of my Service in the American Legion Auxiliary having been active in the Unit, the District and the Department all these years!! I am now serving as Unit President; we are a widow unit as we no longer have a Legion Post in Bradford. We meet at least four times a year to take care of all of our donations and fill out our report forms.

I know I will think of many more things I could have shared later. But for now Thank you everyone for allowing me to serve you in the American Legion Auxiliary."

Helen shows us once again how dedicated our American Legion Auxiliary Past Department Presidents are. Leaving us a legacy we all must continue to work to keep going strong!

Buckeye Girls State News

The Buckeye Girls State Board of Directors, District Presidents, and Units have been working since last fall to ensure the success of this program. Schools were notified, co-sponsors were obtained, information shared, delegates interviewed and selections have been made. The delegates will greatly benefit from all the work that has been done, and continues to be done, to assure their experience at Girls State is positive and the best it can be.

The work is not done, so what is next.

- ✓ It is important that Units keep in touch with the delegates that have been chosen. Don't wait for them to call you with a question – reach out to them and stay in contact with them.
 - Ask if they have completed the forms in their packets (there are deadline dates).
 - Ask if they have shared the packet information with their parent(s).
 - Ask if they have taken the “mandatory” online orientation and if they have any questions or problems.
 - Be sure they have your correct contact information.
 - Make sure they understand the importance of letting you know, as soon as possible, if something has changed or if they are unable to attend.
 - If there is a change in a delegate attending – please reach out to your District President and/or the Department office to see if there is an alternate that can replace that delegate.
 - Contact them again about a week prior to Girls State to make sure they don't have questions.
 - By keeping in touch with the delegates prior to Girls State, you are able to handle questions they may have and you are letting them know that we support them.

**CHAPLAIN
KAREN PEEL**

First of all, I would like to say thank you for sending in your reports! I am sure that my mail person is hating me this week!! But – I don't care! I am looking forward to finish reading all your wonderful reports and prayer books!

Please remember to send me your prayers, scriptures, poems and devotions for President Kathy's Prayer Book. I can still use some more. We want to make her a beautiful book!

This week is Holy Week. I hope that you will all take at least a few minutes to reflect on the Atoning sacrifice that was made for each of us. No greater love has ever been shown for us than that of our Savior.

Be sure to check the Chaplain's Manual for prayers:

EASTER:

We thank Thee, O God, for the day in which life and immortality were brought to light through the resurrection of our blessed Lord from the dead. Evermore in heart and mind we shall sing praises of joy to Him and we shall show our love for Him by our thoughts, words and deeds, our helpful service to others, and faithful performance of all our obligations. We earnestly ask Thee to bless and preserve all whom we love; comfort and aid all in trouble and distress. We offer our thanksgiving for all graces and favors we have received from You. Amen.

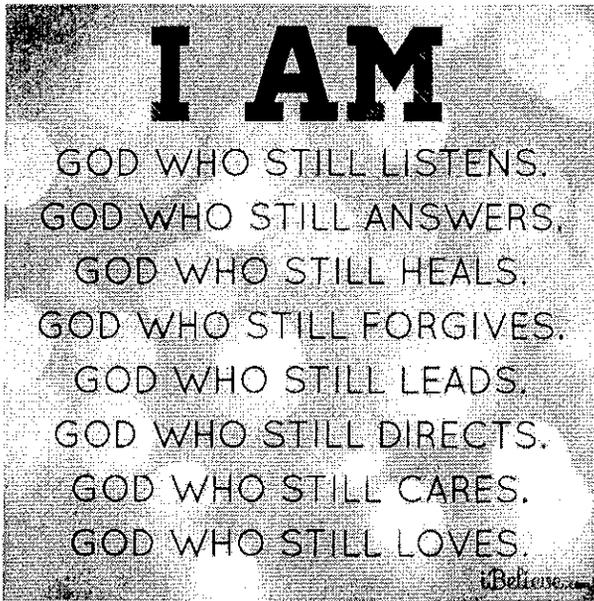
MEMORIAL DAY:

Dear God, as we approach Memorial Day, may we honor and remember those who died that we might live in freedom. We remember our departed loved ones gone on before. Those that we honor will be a part of our lives forever. O God, we are mindful of Your great love for us. We are thankful for that love. We praise You for the blessings of love and friendship, for our families and our homes. Amen.

Lord, be with us and be our guide in time of need. We ask Your support in all we do. Help us to reach out to one another, to communicate and show real care for others. Help us to be open to new experiences of personal growth and challenge.

May we be alert to the opportunities before us each day. Accept our thanks, Lord, for the leaders of our Auxiliary, for their work this year, and for their leadership. As they have worked for God and Country, we give them our grateful thanks. Amen.

Remember to pray for our veterans, military, our organization, our leaders and our members.



May God Bless everyone!

Love,

Karen

Karen Peel
Department Chaplain
2216 25th Street SW
Akron, OH 44314-2202
(330) 962-0738
Karen.peel@svindustries.com



American Legion Auxiliary

In the Spirit of Service Not Self for Veterans, God and Country

THE LEADERSHIP LIBERATOR

BULLETIN #4



LEADERSHIP

PAM BATES, DEPARTMENT CHAIRMAN

Pamelabates9@gmail.com

937-974-2316

HERE ARE SOME THINGS TO CONSIDER

By the time you receive this information, the following should have happened:

1. Your reports should have been submitted by April 15.
2. Your unit election process should be in the works.
3. Getting ready for District Conventions.
5. Getting ready for Department Convention.
6. With all that working to completion...looking forward to planning your unit's 2019-20 ALA CENTENNIAL YEAR (you can start too early on lessons learned to work out)

before you speak,

THINK

T~ Is it true?

H~ Is it helpful?

I~ Is it inspiring?

N~ Is it necessary?

K~ Is it kind?

EIGHT STEPS TO BECOMING A GOOD LEADER

1. Set a goal
3. Be cooperative
5. Show sympathy
7. Be of service

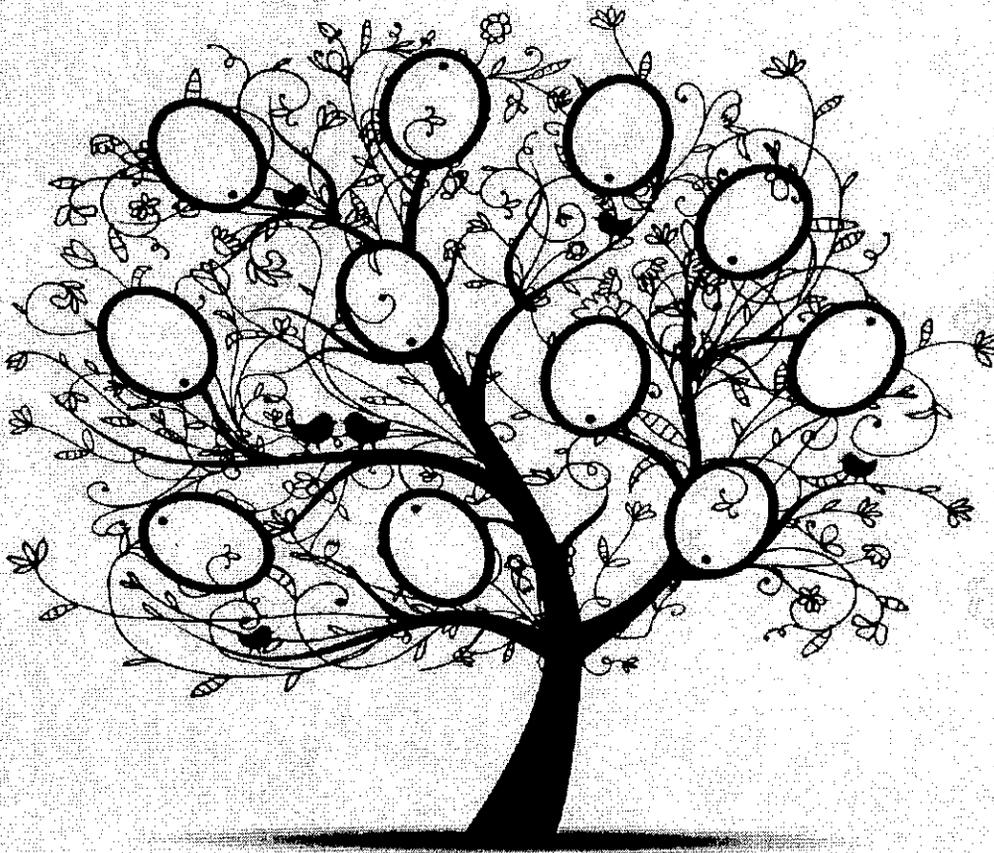


2. Take the initiative
4. Communicate effectively
6. Be creative and original
8. Inspire others

ATTITUDE TREE

EACH MEMBER AT THE MEETING PLACE A ONE WORD
ATTITUDE YOU WOULD LIKE TO SEE REPRESENTED IN YOUR
UNIT.

(words like empathy, compassion, knowledge, etc)



1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

Education
Chairman, Deb Meyer

The school year is winding down and even though there is six weeks of school left most children are looking forward to summer vacation. Keeping our students focus becomes more difficult. The children still need to be reading to someone and someone needs to be reading with them. They still need tutoring so if those are programs your unit has started, you need to finish them to the end.

Hopefully your unit has plans for celebrating Teacher Appreciation Week May 6-11. If not it is still not too late to remember the teachers who work very hard each day to educate our students. How can your unit show teachers they are appreciated for the work they do? Your unit could do something as simple as serving cookies and treats or giving each teacher an apple. If you have funds, maybe serve a lunch or a carry-in for the teachers. Even a small token of a thank you note and a couple chocolate kisses show thoughtfulness and who does not like chocolate? In the past units have thanked their teachers with apples, sticky notes or note pads, stickers to use in the classroom and other classroom needs. All these type of extras comes out of the teachers' pockets and would be greatly appreciated.

The scholarships have been judged and the three National scholarships were sent to Central Division. There were 23 Children of Warriors applications, 4 Spirit of Youth applications, 19 Department Presidents applications, and only one Non-Traditional application. If students from the Department of Ohio are selected as Central Division winners, they will receive a letter in mid-May. Otherwise all scholarship winners including the Department Presidents Scholarship will be announced at Summer Convention. Sadly there were no applications for the new Women Veterans Scholarships. We all need to work hard to make sure we get applications to those who could benefit from these scholarships. We are the ones that need to let those eligible students know the Non Traditional and Women Veterans Scholarship are available to them. They have no other way of knowing unless we tell them.

If your Unit has not worked to develop the Education Program "Veterans in the Community Schools," it is not too early to get started for next year. This program would be a good one to work on now and then have in place for Veterans Day next fall. The guidelines are on the National website.

As a heads up, the Continuing Education Scholarship comes in the fall. It is for students who have completed their freshman year of college. It is unit and unit members' responsibility to let children and grandchildren, eligible nieces and nephews know that scholarship is there for them to apply. They will have no other way to know about this scholarship unless we tell them.



OHIO VETERANS HOME UPDATE



This is a note reaching out to members to inform you that the Ohio Veterans Home is behind our projected budget. It would be nice if your Unit would keep us in mind before closing out your end-of-year donations. Can you **HELP?**

This past year you have made it possible to provide popcorn machines, electric razors, and a poker table for the residents of OVH. We had a very successful Christmas handout due to some "special" donations for our female and male residents. However, they have since fallen off, and all donations to date have been designated for our weekly Bingo payouts.

Several of the residents have requested a chartered fishing boat for a summer day of fishing on Lake Erie. We would also like to plan an end of year party in June for the residents. If your Unit is interested in helping out, I'm sure it would be greatly appreciated.

All the money collected from the previous year is figured into the projected budget for the following year. So, if your V.A. Facility does not make as much one year from the previous year, then your budget will be cut for the following year. That's why it is important to continue to support our veterans.

If you are able to help out please send checks written to "**American Legion Aux. Dept. of Ohio**" and earmark for **Ohio Veterans Home end of year donation**. We look forward to hearing from you and thank-you for your continued support of our veterans at the Ohio Veterans Home. Only YOU can make their dreams come true!

Denise Bossetti, Chief Rep. O.V.H



Linda Close, Deputy Rep. O.V.H.

COME AND HELP US CELEBRATE!!

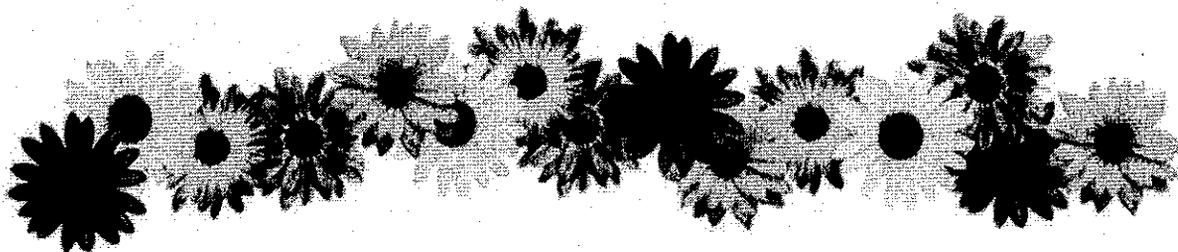
MAKENAH LEIBERT
HONORARY DEPARTMENT JUNIOR PRESIDENT
2018 - 2019

SUNDAY, MAY 19, 2019
2:30 - 4:30 PM

STREETSBORO AMERICAN LEGION POST 685
1001 AURORA HUDSON ROAD
STREETSBORO

REFRESHMENTS

PROGRAM - 3:30 PM

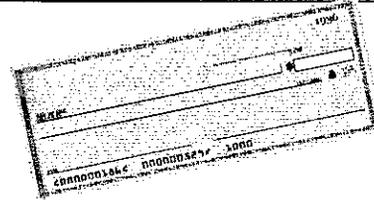




*American Legion Auxiliary
Department of Ohio
Unit Check Request Form
FOR UNIT MEMBERSHIP
CREDIT*



Please Type or Print Legibly



Dist. #/Unit # _____ / _____

Unit Name _____

Unit Membership Chairman _____

Address Where Check is to be sent:

Unit # _____ **request a check be issued for the total amount of our Unit's Membership Credit and be sent to the address listed above.**

Please issue the check in the total amount of \$ _____

Signature -- Member Chairman (*Required*)

Credits can be used at any time for membership payment. If the Unit wishes to have a credit check issued, we will do so during the month of **JULY 2019**. We must have received your credit request by **June 30th**. If we do not receive a request for a check by the deadline, then your credits will be carried over into the next fiscal year.

Send completed form to: **AMERICAN LEGION AUXILIARY
DEPARTMENT OF OHIO
PO BOX 2760
ZANESVILLE, OHIO 43702-2760
(740) 452-8245**