

Charter Request

If a Post or Squadron needs a copy of their Charter, here are the steps to follow:

- Email Department at legion@ohiolegion.com and be sure to indicate Charter Request for Post or Squadron in the subject line. Explain why a copy is needed and be sure to indicate your complete name, membership ID number, address, and contact number, in case we have additional questions. Be sure to obtain the Post Commanders name, ID number, address, & contact number, as this is where the Charter will be mailed to.
- After receiving the request, we will then verify the request and submit it to National for processing, which takes 10 business days.
- National will then send the Charter to Department, after which needs to be sign by the Commander and Adjutant.
- Department will mail the Charter to the Post Commander.