



SONS OF THE AMERICAN LEGION

CONSOLIDATED SQUADRON REPORT

June 1, to May 31,

Please check one box indicating the reporting entity:

Detachment

District

Squadron

1 _____ Detachment (State)

2 _____ District

3 _____ Squadron Number

4 _____ Squadron Name

5 _____ Paid-to-Date Membership Count, Current Year

6 _____ Paid-Up Final Membership Count, Prior Year

7 _____ City/Town

8 _____ Zip Code

If the reporting entity is a District (or Detachment) the entity agrees that their report of dollars and hours ONLY INCLUDES those approved and expended by Officers and Members of that entity, and ARE NOT cumulative of the Squadrons (or Squadrons and Districts) that they represent.

Please type or print all information clearly. For the program details below only mark lines for which you are reporting data (leave '0' values blank).

AMERICANISM

Table with 2 columns: Item # and Description. Includes categories like Boys State / Girls State, 5-Star / 10-Ideals Education, Flags Presented, etc.

CHILDREN & YOUTH

Table with 2 columns: Item # and Description. Includes categories like Child Welfare Foundation, Special Olympics, Children's Miracle Network, etc.

VETERANS AFFAIRS & REHABILITATION

Table with 2 columns: Item # and Description. Includes categories like V.A. Medical Ctrs. & Facilities, State Veterans Facilities, etc.

VETERANS EMPLOYMENT & EDUCATION

Table with 2 columns: Item # and Description. Includes category VE&E Projects.

INTERNAL AFFAIRS

Table with 2 columns: Item # and Description. Includes category Other Donations, Not Covered Above.

Signature _____ Title _____ Date _____
Contact Phone Number: _____ Contact Email Address: _____



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CONSOLIDATED SQUADRON REPORT

The Consolidated Squadron Report you receive may appear complicated and something you may not want to be troubled with, but it is perhaps the most important document your squadron can complete. This information will be combined with that of other squadrons to be put into the final report used by The American Legion, which is subsequently sent to Congress. Please complete this form with all of the pertinent information. Not all squadrons are able to participate in each aspect of every program and some lines will remain blank. However, the key is to report any activities that the squadron has accomplished for this membership year only. Any Detachment / District donations or activities should be reported to the respective Detachment Adjutant for inclusion in the Headquarters Squadron or Squadron 9999 report.

Every blank or line does not have to be completed. Very few squadrons can claim activity for every item listed on this report. The report is a single page and two copies. Upon completion of the report send the original and second copy to your detachment headquarters (Detachment Adjutant) and the last copy for your squadron by the date the detachment / department specifies but no later than June 30th of each year. Detachments are to forward the National copy to National Headquarters, Attn: S.A.L. Liaison by the third Friday of July. Be sure to adhere to all deadlines as set forth by the individual detachments / departments.

Responses may call for figures, such as the number of V.A. Medical Center visits, or the number of hours donated at Children's Miracle Network. Other inquiries, such as The American Legion National Emergency Fund, request the number of dollars spent. There is a dollar sign (\$) at the beginning of each blank space that requires a response in dollar amounts. Remember to round off all dollars spent to the nearest whole dollar. **Use the yellow and orange fields on the "Details" sheet to record your activities. The data will be copied to the report form on the "CSR" sheet.**

The form should be typewritten or printed with black or dark blue ink. It is imperative that the form be legible for compilation purposes.

When additional space is needed to report on projects, activities or events, include a narrative report (a short written description, pictures and newspaper articles) to both of the copies submitted to the detachment for compilation. Please make sure that all hours and dollars reported in the narrative are included on the report form.

Detachment Reminder: The third Friday of July is the final date for receipt by the National organization for Squadron, District and Detachment Reports to be included in the national tabulation for the reporting year. All forms must be received by this date.

DISTRIBUTION OF FORM

Mail the original (Gold) copy and second (Green) copy to your detachment by their specified cutoff date. Retain the Blue copy for Squadron files.

Detachments forward the original copy to National no later than the third Friday of July.