

SONS OF THE AMERICAN LEGION DETACHMENT OF



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56th Annual Detachment Convention Call

The 56th Annual Convention of the Detachment of Ohio of the Sons of The American will be hosted by District 5 and Colonel Crawford Squadron No. 181 on Friday-Sunday, May 17-19, 2019.

The Convention site is: Holiday Inn Hotel & Suites
116 Park Ave. West, Mansfield, OH 44902
(419) 525-6000
<http://www.holidayinn.com/mansfieldoh>

Delegate Registrations - Deadline: Friday, May 10, 2019 at Department Headquarters

All registrations for Convention Delegates, Alternates, and Advisors **MUST** be received at Department Headquarters by **May 10, 2019**. There will be no Convention registrations accepted after this date, nor will any be taken at the Convention except for Guests/Visitors. All registrations must be on the proper form and the registration fee is **\$5.00** per person, to be included with the registration form.

Registration of attendees will be held Friday, May 17th between 7:00 and 8:00 pm and Saturday morning, May 18th between 8:00 and 9:00 am. Each attendee must register individually at the designated registration table. **This will also be the time to make any changes (i.e., Alternate becomes a Delegate) or to register any last minute Guests.**

**DO NOT CONFUSE YOUR DELEGATE REGISTRATION
WITH YOUR HOTEL RESERVATION!**

Hotel Reservations - Deadline: Friday, April 26, 2019 through the Hotel

Those desiring housing reservations **MUST CONTACT THE HOTEL DIRECTLY** and mention they are with the Sons of The American Legion, Detachment of Ohio Convention in order to receive the \$89.00 (plus 13.25% tax) per night room rate. Two nights would be \$201.59. A credit card will be required to complete the reservation.

Do not go through Department Headquarters to make your reservation.

The hotel will handle reservation requests on a first-come, first-served basis. Please make sure you receive a confirmation number for your reservation.

All housing reservations MUST BE MADE WITH THE HOTEL by Friday, April 26, 2019 since the room block must be released prior to the Convention.

Should you need to cancel your reservation, you will need to contact the hotel directly as well. Make sure to get a confirmation number for your cancellation.



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Program

The first session of the Convention will be called to order on Friday, May 17th at 8:00 pm and will include the Introduction of Guests, general convention and activities information, some Guest Speakers, and the assignment of Convention Award Judging Committees.

The Saturday session will reconvene at 9:00 am and will be devoted to committee reports, award presentations, and voting on any proposed resolutions.

The Sunday session will begin at 9:00 am and will be devoted to the election of officers and any other outstanding business. Prior to the Sunday morning session, a Memorial Service will be held commencing at 8:00 am.

PLEASE NOTE: *Our Dress Code will again be enforced this year. Legion-casual attire is acceptable for the Friday and Saturday sessions. At the Sunday session you are required to wear a coat, dress pants, shirt, and tie. All Detachment Officers are expected to wear a coat and tie at all sessions. Detachment Commission and Committee Chairmen are expected to wear a coat and tie when delivering their reports.*

Activities

See the enclosed forms for additional information.

A WORD OF CAUTION: *The hotel facilities are for registered hotel guests ONLY and neither the hotels nor the Ohio American Legion will accept responsibility for the personal safety/well-being of the registered guests attending the Convention.*



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56th Annual Detachment Convention Attendees Registration

Registrations to attend the 2019 Detachment Convention must be in this office no later than May 10, 2019. ALL registered members must have a paid 2019 dues card on file in Department Headquarters by May 10, 2019. Some squadrons have not turned in any 2019 membership. Please see that any dues cards are in to Headquarters by May 10th to determine the voting strength of your squadron.

No. of Members	No. of Votes	No. of Members	No. of Votes
10 to 15	1	76 to 85	8
16 to 25	2	86 to 95	9
26 to 35	3	96 to 105	10
36 to 45	4	106 to 115	11
46 to 55	5	116 to 125	12
56 to 65	6	126 to 135	13
66 to 75	7	etc.	etc.

Election Rules to be in Effect

The 2019 Detachment Convention will follow these rules: Each squadron will be allowed one vote (the squadron must have a minimum of 10 members). However, all squadrons will be entitled to one additional vote for every ten (10) members, or major fraction thereof, enrolled (ten members are needed to retain a charter) in Department Headquarters by May 10, 2019. If your squadron has 34 members enrolled by May 10th, your squadron will be entitled to three (3) votes.

A squadron must have at least the number of paid-up 2019 members present at the Convention to vote the full number of votes assigned to the squadron. (Example: A squadron is entitled to 5 votes, but has only 3 paid-up 2019 members attending. The squadron will only be allowed 3 votes.) This is in keeping with the policy of The American Legion, Department of Ohio.

The offices to be filled by election: Detachment Commander, Detachment First Vice Commander, Detachment Second Vice Commander, and Detachment Chaplain. The National Executive Committeeman and Alternate National Executive Committeeman are elected in even-numbered years for two-year terms. National Convention Delegates will also be selected.

Get Your Registrations in Early

All those members who wish to nominate or second a nomination must register with the Detachment Adjutant before the start of the Convention session at which nominations are made (Sunday).



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SONS OF THE AMERICAN LEGION DETACHMENT OF



HIO

56th Annual Detachment Convention Attendees Registration Form

Delegation Chairman: _____
Address: _____
City, State, Zip: _____
Daytime Telephone: _____
Email Address: _____

Squadron # _____ **District #** _____ **City:** _____
 plans to be represented at the 56th Annual Sons of The American Legion Detachment Convention hosted by District 5 and Squadron 181, May 17-19, 2019 at the Holiday Inn Hotel & Suites, 116 Park Ave. West, Mansfield, Ohio 44902. The Registration Fee for **everyone** in attendance during the Annual Convention is **\$5.00** each.

Enclosed is a check/money order for \$ _____ to cover _____ attendees.

Below is a list of members, advisors and guests that will attend. Please designate those in attendance by marking a **D** (Delegate), **A** (Alternate), **AD** (Advisor), or **V** (Visitor) in the space before their names.

	Code	Name		Code	Name
1.			11.		
2.			12.		
3.			13.		
4.			14.		
5.			15.		
6.			16.		
7.			17.		
8.			18.		
9.			19.		
10.			20.		

All registrations for delegates, alternates and advisors must be RECEIVED BY May 10, 2019.

There will be no Convention registrations accepted after this date, nor will any be taken at the Convention except for guests / visitors.

All registrations must be on the proper form. Additional reservations may be put on a copy of this sheet.



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56th Annual Detachment Convention Rules of Behavior

Welcome to the 56th Annual Sons of The American Legion Detachment Convention. In order to make your stay as convenient as possible we have outlined below the rules concerning the behavior of those members under your care as well as yourself, the Rules and Order of Business governing the Convention, and the Rules of the Election.

Our 2019 Detachment Convention will witness our 28th annual hotel convention. This means that in addition to using their facilities for our convention sessions many will also be staying at the hotel. Therefore, in the best interests of the Sons of The American Legion we have listed below some guidelines and rules of behavior. We want you to impress upon your members that they should:

1. Treat the hotel's property like their own. Anyone damaging or destroying hotel property will be held financially responsible. Towels, ashtrays, etc. are not provided by the hotel as souvenirs. Please leave them in the room when you check out.
2. Hotel policies regarding the pool, game room, and playground are well marked. Please be sure that none of your members violate these policies as well as any other rules posted by the hotel. In addition, these facilities are for registered hotel guests only and neither the hotel nor the Ohio American Legion will accept responsibility for the personal safety/well-being of the registered guests attending the Convention. **For example: Swimming is at your own risk.**
3. All Squadron advisors should have their junior members' emergency medical cards with them.
4. **All reserved rooms will be held for guaranteed payment unless the reservation is cancelled. The deadline to cancel a room is two (2) weeks prior to the day of your scheduled arrival. If cancelling, please be sure to get the name of the individual to whom you spoke and a cancellation number. A cancellation number will be required in order to receive a refund of your advance hotel payment.**
5. Should an individual check out and not pay their incidental charges (i.e., telephone, room service, etc.), their Squadron will be held liable.



SONS OF THE AMERICAN LEGION DETACHMENT OF



6. **We do not condone the use of alcohol at any S.A.L. function.** We do nevertheless realize that the majority of those attending the Convention are of the legal drinking age and trying to totally eliminate its use would be impossible. Therefore, the following rules will apply and will be strictly enforced.
 - a. No one is to indiscriminately invite for the purposes of campaigning, alignment of voting blocks, or anything else resembling Sons of The American Legion business while alcohol is being served.
 - b. Minors are not to be in any rooms where alcohol is being served.
 - c. Anyone providing or facilitating the access of alcohol to a minor is in violation of state law. We will see that anyone doing so is prosecuted as well as seeking the forfeiture of their membership in our organization for conduct unbecoming a member.
 - d. The parents of any inebriated minors or those caught consuming alcohol will be called and advised to remove their child from the Convention site.

Discipline

Inebriated individuals, or anyone causing a disturbance (whether inebriated or not), or anyone using profane language in a vociferous manner will be dealt with accordingly. Disciplinary action will be taken if a situation cannot be resolved and will range from being barred from any remaining convention sessions and activities to bringing formal charges with the possibility of expulsion from our organization.

All rules violations which cannot be resolved between the Department Liaison and affected parties will be handled by a special meeting of the Department S.A.L. Advisory Committeemen in attendance at the Convention.

If Visiting Any of the 5th District's American Legion Posts...

Post Home rules governing behavior, the sale/consumption of beverages and the admittance of minors to the Post clubroom will be in effect. Remember, as Advisors you are serving as the example for those people accompanying you. If you have any questions please feel free to ask any Detachment Officer or Department S.A.L. Advisory Committee member. We want your stay to be safe and enjoyable. Please be careful and use your common sense. **HAVE A GREAT CONVENTION!**



SONS OF THE AMERICAN LEGION DETACHMENT OF



56th Annual Detachment Convention Rules and Order of Business

At the 56th Annual Convention of the Detachment of Ohio of the Sons of The American Legion, May 17-19, 2019 the following Rules and Order of Business will be followed.

1. *Robert's Rules of Order, Revised* shall be the authority on parliamentary procedure, with the following modifications.
2. A minimum of eight (8) Squadrons shall constitute a quorum.
3. A delegate desiring to make a motion or address the Convention, shall rise, address the Chair as "Mr. Commander" and state his name and the number of his Squadron before proceeding.
4. While the Convention is in session each delegate and alternate must wear his identification badge. Squadron caps should also be worn.
5. Debate shall be limited to three (3) minutes for each speaker.
6. Debate on any one subject presented to the Convention shall be limited to fifteen (15) minutes except under such special rules as the Convention shall adopt prior to debate.
7. Only two (2) delegates from any one (1) Squadron delegation shall be permitted the floor on any one subject. If a delegation disagrees one (1) delegate shall be permitted to speak on each side of the subject.
8. The floor shall be permitted but once to any individual delegate on any one subject. Chairmen of Convention Committees may speak as frequently as may be necessary in connection with the reports of their committees. The presiding officer shall not entertain any motion which will curtail further debate without giving the Committee Chairman an opportunity for rebuttal. On request of a delegate, any Resolution contained in a Committee report shall be considered separately at the conclusion of the vote on the report and after discussion noted upon at that time.
9. Any resolution originating on the floor of the Convention must be in writing. Any such resolutions will automatically and without reading be referred to the Adjutant who will refer it to the appropriate Committee for their action and report thereon.
10. Any amendment originating on the floor to any resolution shall be presented in writing and transmitted to the presiding officer at the time of the introduction of such amendment, in all cases except where a word is stricken and another inserted which can be done by the one making the report or introducing the resolution.



SONS OF THE AMERICAN LEGION DETACHMENT OF



HIO

11. Decisions of Rules and Debate or Parliamentary Order by the presiding officer may be subject to appeal by any two (2) delegates from two (2) different districts under a point of order. Such an appeal shall take precedence over any pending question and shall be decided forthwith. An appeal from the decision of the Chair shall be put to the Convention on the question: "Shall the Chair be sustained?"
12. In the event a Squadron has not provided the method by which alternates shall be designated to serve in the place of absent delegates, the Chairman or acting Chairman of the delegation shall make such designation.
13. Those recognized by the Detachment Commander shall be entitled to a respectful hearing, and the Chair shall have the authority to clear the gallery or the floor, or have the Sergeant-at-Arms escort from the Convention anyone creating a disturbance or interfering with order of procedure.
14. None of the above rules shall be construed as preventing any member of the Sons of The American Legion, Detachment of Ohio from serving on a Convention Committee.
15. The consent of two-thirds (2/3) of the voting strength of the Convention is necessary for suspension of the standing rules of the Convention.
16. The Detachment Commander will have the authority to appoint a Parliamentarian to assist the Judge Advocate for this Convention.



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Sons of The American Legion Detachment of Ohio

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SONS OF THE AMERICAN LEGION DETACHMENT OF



56th Annual Detachment Convention Rules of the Election

The 2019 Sons of The American Legion, Detachment of Ohio Annual Convention will follow these election rules.

1. Each properly registered Squadron will be allowed one (1) vote and all Squadrons will be entitled to one (1) additional vote for every ten (10) members, or major fraction thereof enrolled in Department Headquarters by May 10, 2019.
2. A Squadron must have at least the number of paid-up 2019 members present at the Convention to vote the full number of votes assigned to the Squadron. Example: A Squadron is entitled to five (5) votes but has only three (3) paid-up 2019 members attending. The Squadron will only be allowed three (3) votes.
3. The total number of delegates listed must be present to cast the total number of votes for the Squadron.
4. The order of Election of Officers shall be the Detachment Commander, Detachment First Vice Commander, Detachment Second Vice Commander, and Detachment Chaplain. The National Executive Committeeman and Alternate National Executive Committeeman are elected in even-numbered years for two-year terms.
5. National Convention Delegates will be selected pursuant to the procedure approved in 2007.
6. Only delegates or their accredited alternate may be heard or given recognition in the nomination of candidates. Those who wish to nominate or second a nomination must register with the Detachment Adjutant before the start of the Convention.
7. Nominating speeches for Detachment Officers shall be limited to five (5) minutes each. Seconding speeches are limited to two (2) minutes. Not more than one (1) nominating and one (1) seconding speech shall be made for any candidate.
8. Election of officers shall be by ballot except when a candidate is unopposed, at which time the vote may be by acclamation. On all votes requiring a ballot the Squadron Delegation Chairman shall poll his delegation on the floor, mark the appropriate ballot, and deliver it to one of the election tellers.
9. Delegations may arrive at a vote in such a manner as they choose, but it shall be in terms of full unit and not in terms of a fractional part of a vote.
10. All Past Detachment Commanders, while in good standing with their respective Squadrons, shall be life delegates to all Detachment Conventions, with vote, to be exercised with their respective Squadrons.



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11. Prior to the election of Detachment Officers, the Detachment Commander shall appoint a Chief Teller and any number of additional tellers as he deems necessary provided that the total number of tellers shall be an odd number. All appointments must be approved by the Convention. In a contested election each candidate going to the ballot shall be entitled to one (1) teller of his choice.
12. When more than two (2) candidates are nominated for any office, balloting shall continue until one (1) candidate receives a majority of the votes cast. If on any ballot taken no candidate receives the necessary majority to elect, a new ballot shall be taken for the place to be filled. The candidate receiving the lowest number of votes on the preceding ballot shall be disqualified.



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SONS OF THE AMERICAN LEGION DETACHMENT OF



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56th Annual Detachment Convention Awards

1. Membership Awards

A plaque will be awarded to the Squadron having the greatest percentage increase over its 2018 membership as of May 1, 2019 in each of the following categories.

- **Lawrence Hartline Award** – for Squadrons reporting 10-24 members in 2018
- **Tom Getz Award** – for squadrons reporting 25-45 members in 2018
- **George Powell Award** – for squadrons reporting 46-65 members in 2018
- **Robert McBride Award** – for squadrons reporting 66-99 members in 2018
- **John Taylor Award** – for squadrons reporting 100-139 members in 2018
- **Ed Van Houten, Jr. Award** – for squadrons reporting 140-169 members in 2018
- **Fred Hartline, Sr. Award** – for squadrons reporting 170-215 members in 2018
- **Mike Wiswell Award** – for squadrons reporting 216 or more members in 2018

2. William R. Welsh Membership Award

A plaque will be awarded to the Squadron that achieves the greatest percentage increase over its 2018 membership as of May 1, 2019. *A Squadron must have 20 members to be eligible.* New and reinstated Squadrons are ineligible.

3. Attendance Awards

Two plaques will be awarded. One will go to the Squadron that has the greatest percentage of membership attending the Annual Convention. The other will go to the Squadron which traveled the farthest to attend it.

4. Robert J. Mendoza District Advisor's Awards

Two plaques will be awarded. One will go to the District S.A.L. Advisor chartering the greatest number of new Squadrons from May 1, 2018 to April 30, 2019. The other will go to the District S.A.L. Advisor that has the highest percentage of Quota Squadrons within the District. A District must have at least three (3) Squadrons to compete.

5. Squadron Historian's Report (Activities Awards)

Two plaques will be awarded. One will go to the Squadron presenting the best written report. The other will go to the Squadron presenting the best scrapbook of its activities during the past year. The winners must be in attendance at the Detachment Convention to claim their awards.

6. Betty McAdow Activities Award

A plaque will be awarded to the Squadron submitting the best single project for the year as outlined on the Squadron Historian and Activities Report Form.

7. Americanism Award

A plaque will be awarded to the Squadron submitting the best report of its activities in the area of Americanism by May 1st each year. Data from the Consolidated Squadron Reports will be utilized to determine the winner.



Sons of The American Legion Detachment of Ohio

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SONS OF THE AMERICAN LEGION DETACHMENT OF



8. Pat Shea Child Welfare Award

A plaque will be awarded to the Squadron donating the most money to the “Child Welfare Foundation” program by May 1, 2019. If you donated directly to National Headquarters you must submit receipts to Department Headquarters by May 1st.

9. Butch Badgett Memorial Gifts For Yanks Award

A plaque will be awarded to the Squadron turning in the greatest amount of money for the “Gifts for Yanks” Program by April 1st each year.

10. Richard S. Riviotta, Sr. Rehabilitation Award

A plaque will be awarded to the Squadron submitting the best report of its activities in the area of Rehabilitation by May 1st each year. Data from the Consolidated Squadron Reports will be utilized to determine the winner.

11. Al Brick “Advisor of the Year” Award

A plaque will be awarded to the distinguished advisor of the year as determined by the current Detachment table officers upon review of the nominations received.

12. Earl Cox “Outstanding S.A.L. Member of the Year” Award

Each Squadron may nominate one (1) member from their Squadron for this award. A complete resume of the member must be submitted to Detachment Headquarters or turned in before the opening session of the convention in order to qualify for judging. The judges for this award will be the members of the Department S.A.L. Advisory Committee that are present, at which time selection will take place. There will be one winner and two runners-up. In all cases, the decision of the judges will be final.

13. Commander’s Program Award

A plaque will be awarded to all Squadrons that meet the following goals by May 1, 2019.

- **Membership:** Achieve 100% of its 2019 Membership Quota
- **Americanism:** Sponsor at least one (1) delegate to either Buckeye Boys State (\$300) or Buckeye Girls State (\$275) per person (**OR** donate to any other Americanism program if it cannot afford that level of participation)
- **Children & Youth (*Commander’s Project*):** Donate to the Child Welfare Foundation
- **Veterans Affairs & Rehabilitation:** Donate to Operation Comfort Warriors
- **Admin:** Submit its 2018–2019 Consolidated Squadron Report Form

The monetary donations to the Americanism, C&Y, and VA&R programs, as well as the Commander’s Project, must all be at least \$1.00 per member based on the Squadron’s current paid-up 2019 membership count at the time of the CSR submission.



SONS OF THE AMERICAN LEGION DETACHMENT OF



56th Annual Detachment Convention History - Narrative Award

The rules below apply to all histories.

1. INTRODUCTION (15 Points)

- A. Title Page
 - 1. History of Squadron / District
 - 2. Name of Historian
 - 3. Administrative year (i.e., 2018-2019)
- B. Foreword or Dedication
- C. Picture (5"x7"), black & white or color, of Commander
- D. Prayer (selected by Squadron)
- E. Pledge of Allegiance to the Flag of the United States of America
- F. Preamble to the Constitution of the Sons of The American Legion

2. HISTORICAL CONTENT (50 Points)

- A. List of Elected Squadron Officers
- B. List of Squadron / District Chairmen
- C. List of any District, Detachment, or National Awards won by the Squadron received at the previous year's convention or during the administrative year.
- D. The history should be written as a narrative, beginning with the installation of officers and ending with the close of the year.
- E. The signatures of the Squadron Commander and Squadron Historian are to immediately follow the final paragraph of the history.

3. INDEX (10 Points)

The index should be the last page of the history, and must be in alphabetical order and double-spaced.



SONS OF THE AMERICAN LEGION DETACHMENT OF



HIO

4. APPEARANCE (15 Points)

- A. Cover: The binder should be for loose-leaf paper, and have a Sons of The American Legion emblem on the cover.
- B. The paper should be plain white bond (8½" x 11").
- C. All information should be typed or neatly handwritten, neatly spaced with no errors noticeable.

5. ARRANGEMENT (10 Points)

- A. Written in third person.
- B. Correct spelling.
- C. Original and different in thought and presentation.
- D. Clear and grammatically correct.

6. DEADLINE

All Histories must be turned in before the opening session of the Convention on Friday evening.



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Sons of The American Legion Detachment of Ohio

60 Big Run Rd., P.O. Box 8007, Delaware, OH 43015 | 740.362.7478

SONS OF THE AMERICAN LEGION DETACHMENT OF



56th Annual Detachment Convention History - Scrapbook Award

The rules below apply to both Squadron and District histories.

1. DEFINITION

- A. Any program or activity that directly benefits any person of the community or the community itself.
- B. Copies of submissions used in other service-related contests (i.e., Veterans Affairs & Rehabilitation or Americanism reports) can be a part of the scrapbook.

2. CONTENT (50 Points)

- A. Cover: Complete name of Squadron, e.g., “Franklin Squadron No. 1, Columbus, Ohio,” or District, e.g., “District 12, Ohio.”
- B. Title Page
 - 1. Administrative year (i.e., 2018–2019)
 - 2. Name and address of Squadron (or District)
 - 3. Name of individual who submitted the scrapbook.
- C. Main Body
 - 1. Any article in the newspaper written about the community affairs program.
 - 2. Thank you letters from recipients, or letters of acknowledgement.
 - 3. Pictures and certificates.

3. FORMAT (50 Points)

All submissions must have dates and descriptions. Only activities and articles taking place in the administrative year may be submitted.

- A. All submissions must be properly bound to ensure that the pages are secure and will not become loose and fall out.
- B. Must be in chronological order, encompassing an administrative year, from one Detachment Convention to the next Detachment Convention.
- C. All information should be typed or neatly handwritten, neatly spaced with no noticeable errors, misspellings or grammatical errors.



SONS OF THE AMERICAN LEGION DETACHMENT OF



4. DEADLINE

All Scrapbooks are to be sent to Department Headquarters or turned in before the opening session of the Convention on Friday evening.



SONS OF THE AMERICAN LEGION DETACHMENT OF



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56th Annual Detachment Convention

Betty McAdow Award

To be awarded to the Squadron which in the opinion of the judges shall have completed the **Most Outstanding Single Project** during the last twelve (12) months.

The report must be submitted in a clear front portfolio and no more than ten (10) pages. It should contain photos, newspaper clippings, or other supporting articles. The project must be explained fully giving costs, hours involved, and the services or results accomplished.

Be sure this cover page is attached to your report and is signed by your Squadron Advisor or American Legion Post Commander and Squadron Commander.

This form must be sent to Department Headquarters or turned in before the opening session of the Convention in order to qualify for judging.

If additional space is needed, please use plain white paper and attach to this form.

We the undersigned, hereby certify the following information to be correct.

DATE: _____ SQUADRON NAME _____

SQUADRON # _____

SQUADRON ADVISOR OR POST COMMANDER _____

SQUADRON COMMANDER _____



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SONS OF THE AMERICAN LEGION
DETACHMENT OF



HIO

56th Annual Detachment Convention
Al Brick **“Advisor of the Year”** Award

Each Squadron or District may nominate their American Legion Advisor to be considered for this award. A complete resume of the member **must** be sent to Department Headquarters or turned in before the opening session of the Detachment Convention in order to qualify for judging. The nominee must be present to be eligible for this award. The judges for this award will be the current Detachment officers, the only exception being, an officer who is a member of the same Post as the nominee. The judging will take place at the Detachment Convention. In all cases, the decisions of the judges will be final.

All entries must be submitted in a clear front binder with this entry form as the first page. Entries will contain no more than ten (10) additional pages of supporting evidence (photos, newspaper clippings, etc.), using only one side of each page. All entries must be typed.

Be sure this cover page is attached to your report and is signed by your American Legion Post or District Commander and Squadron or District Commander.

This form must be sent to Department Headquarters or turned in before the opening session of the Convention in order to qualify for judging.

If additional space is needed, please use plain white paper and attach to this form.

We the undersigned, hereby certify the following information to be correct.

DATE: _____ SQUADRON NAME _____

SQUADRON # _____

SQUADRON ADVISOR OR POST COMMANDER _____

SQUADRON COMMANDER _____



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SONS OF THE AMERICAN LEGION DETACHMENT OF



HIO

56th Annual Detachment Convention Earl Cox “**Outstanding S.A.L. Member of the Year**” Award

Each Squadron may nominate one (1) member of their Squadron to be considered for this award. A complete resume of the member **must** be sent to Department Headquarters or turned in before the opening session of the Detachment Convention in order to qualify for judging. The nominee must be present to be eligible for this award. The judges for this award will be the Department S.A.L. Committee, the only exception being an advisor who is a member of the same Post as the nominee. The judging will take place at the Detachment Convention. There will be one (1) winner and two (2) runners-up. In all cases, the decision of the judges will be final.

All entries must be submitted in a clear front binder with this entry form as the first two pages. Entries will contain no more than ten (10) additional pages of supporting evidence (photos, newspaper clippings, etc.), using only one side of each page. All entries must be typed.

Be sure this cover page is attached to your report and is signed by your Squadron Advisor or American Legion Post Commander and Squadron Commander.

This form must be sent to Department Headquarters or turned in before the opening session of the Convention in order to qualify for judging.

If additional space is needed, please use plain white paper and attach to this form.

We the undersigned, hereby certify the following information to be correct.

DATE: _____ SQUADRON NAME _____

SQUADRON # _____

SQUADRON ADVISOR OR POST COMMANDER _____

SQUADRON COMMANDER _____



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NAME OF NOMINEE _____

SQUADRON # _____ S.A.L. MEMBER # _____

SQUADRON ACTIVITIES

OTHER CIVIC, SCHOOL, OR FRATERNAL GROUPS

In one hundred (100) words or less: **WHY DOES YOUR NOMINEE DESERVE TO BE NAMED THE OUTSTANDING S.A.L. MEMBER OF THE YEAR?**

REVISED: December, 2012



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56th Annual Detachment Convention **Commander's Program Award**

Squadron No. _____

Submitted By: _____

The Detachment Commander's Program Award will be presented at the Annual Convention to all Squadrons that meet the following goals by May 1, 2019.

Category	Goal	Achievement			Date
		Paid:	Quota:	Percent:	
Membership	Achieve 100% 2019 Quota				
Americanism	Sponsor one (1) delegate to Buckeye Boys (\$300) or Girls State (\$275) [(OR donate to any other Americanism programs if it cannot afford that amount)]	Program	Amount	# of Del.	
		BBS			
		BGS			
		Other		n/a	
Children & Youth (*Cmdr's Project*)	Donate to the Child Welfare Foundation	Amount			
Veterans Affairs & Rehabilitation	Donate to Operation Comfort Warriors	Amount			
Administrative	Submit its 2018-2019 Consolidated Squadron Report Form	How filed?			

The monetary donations to the Americanism, C&Y, and VA&R must all be at least \$1.00 per member based on the Squadron's current paid-up 2019 membership count at the time of the Consolidated Squadron Report submission.

Send donations for American Legion programs to Detachment Headquarters.

Sons of The American Legion, Detachment of Ohio, P.O. Box 8007, Delaware, OH 43015-8007
Make checks payable to "The American Legion – Department of Ohio."

OR

Send donations directly to National Headquarters.

The American Legion, P.O. Box 1055, Indianapolis, IN 46206-1055.

In that case, make checks payable to "The American Legion."

Either way, note the program name in the Memo line for proper handling and credit to the Detachment of Ohio, e.g., "S.A.L. – CWF" or "S.A.L. – Operation Comfort Warriors."

Make sure to keep proof of direct National donations for submission with your Detachment Commander's Program Award entry.

Send donations for non-American Legion programs directly to the charity.

Department Headquarters cannot process checks for non-Legion programs.

**All submissions must be received at Department Headquarters by
Wednesday, May 1, 2019 to qualify. This is not a postmark date!**



Sons of The American Legion Detachment of Ohio
60 Big Run Rd., P.O. Box 8007, Delaware, OH 43015 | 740.362.7478