

American Legion Auxiliary Application for Unit Charter

Provisions of the American Legion Auxiliary Constitution ARTICLE III OF THE CONSTITUTION

Eligibility

Section 1. Membership in The American Legion Auxiliary shall be limited to the: (1) grandmothers, mothers, sisters, spouses, and direct and adopted female descendants of members of The American Legion; and (2) grandmothers, mothers, sisters, spouses, and direct and adopted female descendants of all men and women who served in either of the following periods: April 6, 1917, to November 11, 1918 and any time after December 7, 1941 who, being a citizen of the United States at the time of their entry therein served on active duty in the Armed Forces of any of the governments associated with the United States during either eligibility periods and died in the line of duty or after honorable discharge; (3) grandmothers, mothers, sisters, spouses, and direct and adopted female descendants of all men and women who were in the Armed Forces of the United States during either of the following periods: April 6, 1917, to November 11, 1918; and any time after December 7, 1941 who served on active duty in the Armed Forces of the following periods: April 6, 1917, to November 11, 1918; and any time after December 7, 1941 who served on active duty in the Armed Forces of the United States during either eligibility periods and died in the line of duty or after honorable discharge; and (4) to those women who of their own right are eligible for membership in The American Legion.

ARTICLE VIII OF THE BYLAWS Unit Organizations

Section 1. Those who desire to form a Unit shall apply to the Post to which it will attach and the Department in which it resides as provided in the Standing Rules. Upon receipt of a properly executed charter application from the Department, the Unit charter shall be signed by the National President and National Secretary.

Section 2. The minimum number of members to charter a new unit shall be ten (10) senior members, with the exception of a Department Headquarters Unit that shall have no minimum membership requirement.

Section 3. A Unit shall be given the name, location, and number of The American Legion Post to which it is attached.

Section 4. The qualifications and process for establishing and existing as a Unit in good standing shall be as provided in the Standing Rules.

Section 5. Each Unit of the American Legion Auxiliary shall be responsible for verifying eligibility and deciding its membership, subject to the restrictions of the national governing documents. No person who is a member of an organization which has for its aim the overthrow of the United States Government or who subscribes to the principles of any group opposed to the United States' form of government shall be eligible to become or remain a member of the American Legion Auxiliary.

Section 6. All persons handling funds of the Unit shall be bonded by a reputable, solvent bonding and surety company; or shall be covered by fidelity/crime insurance in an adequate amount as determined by the Unit.

ARTICLE X OF THE BYLAWS Unit Charters

Section 1. The Department Executive Committee may suspend, cancel, or revoke Unit charters for good cause to it appearing.

(SEE INSTRUCTONS ON REVERSE SIDE)

To the American Legion Auxiliary, Department of

We, the undersigned, hereby certify that we are entitled to membership in the AMERICAN LEGION AUXILIARY under ARTICLE III of the National Constitution, as above quoted. We hereby request the issuance of a charter for the formation of an Auxiliary Unit at

| (Location of Unit) | (Legal name of Post) | |
|--------------------|----------------------|-------------|
| Post No | , Department of | . <u></u> . |

On issuance of a charter we hereby agree to organize and maintain a Unit under the above name with the minimum membership designated by the National Constitution. We hereby further agree to uphold the principles of The American Legion and the American Legion Auxiliary and to comply with all rules and regulations prescribed by the Department and National organizations. This Auxiliary Unit shall be in all things subject to the jurisdiction of those bodies.

| NAMES (Print or Type) | | ADDRESSES |
|-----------------------|-------------|-----------|
| | _President | |
| | _ Secretary | |
| | _ Treasurer | |
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I hereby certify to the accuracy and good faith of the above application. When issued, the Charter will be returned to the Department Headquarters for distribution.

| (Print name of Unit President) | | | (Unit mailing address) | |
|--------------------------------|--------|--------|------------------------|-------|
| | / / | | | |
| (Signature of Unit President) | (Date) | (City) | (State) | (Zip) |

Updated 9.18.2023

INSTRUCTIONS (Read carefully)

- 1. The Unit President or other person designated by the Unit to receive the charter when issued must sign the certificate at the bottom of application on preceding page.
- 2. Charter applications must be printed or typed, each bearing the names of the applicants eligible for membership. The application will be forwarded to the Department Headquarters, after being signed by the Commander and the Adjutant of the Post to which the Unit is to be attached. The original will be retained by the Department Headquarters, and a copy by the National Headquarters.
- 3. The charter application must bear THE SIGNATURES called for in the FIRST AND SECOND ENDORSEMENTS below.
- 4. The application for charter and the following must be forwarded to Department Headquarters.
 - a. Individual Membership Applications, signed by a Post Officer or transfer form (A minimum of 10 Senior members is required.)
 - b. Department and National membership dues for all names on the charter application (except transferring members who have already paid current year dues.)
 - c. Charter fee in amount designated by the Department.
 - d. Unit Data Form.

FIRST ENDORSEMENT

| to which the Auxiliary I (Signature of Post Comma Date Charter is to be issued | nder), 20 under the name of the Number |
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| | |
| (Signature of Depart | ment President) |
| American Legion Auxil National Headquarters 3450 Founders Rd. Indianapolis, IN 46268 | · |
| | |
| Date | , 20 |
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| | |
| (Signature of National Secretary) | |
| | |
| Date | , 20 |
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| artment of | |
| | 3450 Founders Rd. Indianapolis, IN 46268 Date |

(Signature of Department President)