

# DISTRICT CONVENTION

According to Department Constitution and Bylaws June 2004 amended June 2019 and June 2020, the last District Meeting, held at least 30 days prior to the Annual Department Convention, is officially titled the District Convention. District Commanders will be both **NOMINATED** and **ELECTED** at the District Convention. The Department Adjutant will install every elected member at the upcoming Department Convention. Every installed Department Executive Committee Member will attend the Orientation Session, with the exception of the elected National Executive Committeemen.

*Send Prior Notification to Department Headquarters at least Six (6) Weeks in Advance of the District Convention. Late Notification = Poor Attendance!*

\*District No. \_\_\_\_\_ \*Date of Meeting \_\_\_\_\_

\*Day of Week \_\_\_\_\_ \*Time to Start: \_\_\_\_\_

\* Place of Convention \_\_\_\_\_

Menu: \_\_\_\_\_

Cost per person \$ \_\_\_\_\_ \* Host Post \_\_\_\_\_

\*Person to notify: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

The Program will consist of **NOMINATING** and **ELECTING** a **DISTRICT COMMANDER** for the next year beginning after the next Department Convention, and \_\_\_\_\_

District Commander's Signature \_\_\_\_\_ Date \_\_\_\_\_

\*Indicates this information as a minimum must be included with District Convention schedule. Send this completed form to: The American Legion, Department of TN, 318 Donelson Pike, Nashville, TN 37214 or email to [Debi@TNLegion.org](mailto:Debi@TNLegion.org). Check with Debi, phone (615) 391-5088 before sending the request form to Department. No two District Conventions can be conducted on the same date. First Come – First Served!

*Request received less than six weeks prior to District Convention will not have notices mailed to the Post Commanders, Post Adjutants, Post Service Officers, Department Executive Committee and Department Chairpersons*