



Marine Corps League

Report of Officer Installation – Department

Department _____

(Name)

(Profile ID)

(Division Name)

(Division Profile ID)

Federal EIN _____

Incorporation ID No. _____

Date of Incorporation _____

(Date of Election)

(Place of Installation)

(Installation Date)

Department Mailing Address _____

(Installing Officer's Name and Title)

(Installing Officer Signature)

Note: The Officer must be installed to be listed on this form.

OFFICE Elected / Appointed		MBR#	PROFILE ID	INCUMBENT (NAME)	EMAIL	PHONE
Commandant						H
						C
Senior Vice Commandant						H
						C
Junior Vice Commandant						H
						C
Judge Advocate						H
						C
Junior Past Commandant						H
						C
Adjutant						H
						C
Paymaster						H
						C
Chaplain						H
						C
Sgt-At-Arms						H
						C
Marine 4 Life						H
						C
						H
						C

Department Renewal Dues (This the amount of Department Due Only).....

(Submitted By)

(Title)

(Signature)

(Date)

Instructions:

1) **Department Adjutant/Paymaster** sends a copy to the **Membership Supervisor and Division NVC**, retaining a copy for department records. Membership Supervisor is **JD Foster**. Email: jfoster@mcleague.org