Marine Corps League

Report of Officer Installation – Detachment

Detachment _____ _____ _____ _____

(Name) *(Number)* *(Profile ID)* *(Department)*

Federal EIN _____ **Incorporation ID No.** _____ **Date of Incorporation** _____

_____ _____ _____

(Date of Election) *(Place of Installation)* *(Installation Date)*

Detachment 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	E					H C
Senior Vice Commandant	E					H C
Junior Vice Commandant	E					H C
Judge Advocate	E					H C
Junior Past Commandant	E					H C
Adjutant	E					H C
Paymaster	E					H C
Chaplain	E					H C
Sgt-At-Arms	E					H C
Marine 4 Life	E					H C
	E					H C

Date, Time & Place of Detachment Meetings

_____

Detachment Renewal Dues *(This the amount of Detachment Due Only).....* _____

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

_____

(Submitted By) *(Title)* *(Signature)* *(Date)*

Instructions:

1) Detachment Adjutant/Paymaster sends a copy to the Department Adjutant/Paymaster, retaining a copy for detachment records.

2) 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

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