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	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

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***

© 2023 Marine Corps League, Inc. For official use by the Marine Corps League. All other use is prohibited.