



1100 Brandywine Blvd.
Ste. D
Zanesville, Ohio 43701
(740) 452-8245
ohdeptsec@alaohio.org

CITATION OF MERIT REQUIREMENTS

PROGRAM	REPORTS REQ'D	MAIL TO	DEADLINE
Americanism	1	District Chairman	April 15
Bonding Fee *	0	Department Headquarters	December 31
Chaplain	1	Department Chaplain	April 15
Children & Youth	1	District Chairman	April 15
Community Service	1	District Chairman	April 15
History	1	Department Chairman	April 15
Legislative	1	Department Chairman	April 15
Membership **	0	Dept. Headquarters	GOAL by last day of business in May
National Security	1	Department Chairman	April 15
Poppy	1	Department Chairman	April 15
Plus, Small Poppy Purchase ***		Department Headquarters	Dec 31
Veterans Affairs & Rehab	1	District Chairman	April 15
Unit Year-End Impact #s Report	1	District President	May 1

- The Unit Bonding Fee must be paid and received in Department Headquarters on or before December 31, of the year for which it is due.
- Membership Goal is set by Department and listed in the Buckeye Messenger. Transmittal forms accompanied with properly marked unit rosters must be received in Department Headquarters on or before 10:00 AM the last day of business in May of each year; all transmittals must be accompanied by a check in the correct amount. Do not include any other moneys in your check for Membership dues.
- Purchase of small veteran-made Poppies for distribution in your community **must be made through Department Headquarters**. Small poppies must be ordered and paid for by December 31 of each year to be considered for a Citation of Merit. Send Poppy Order Form with check in correct amount payable to:

**AMERICAN LEGION AUXILIARY
DEPARTMENT OF OHIO, INC.
1100 BRANDYWINE BLVD., STE. D
ZANESVILLE, OH 43701**