



AMERICAN LEGION AUXILIARY

Department of Ohio, Inc.
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To: All Members

RE: *The Buckeye Messenger*

The Buckeye Messenger is the Department of Ohio's greatest resource for communication to our nearly 35,000 members. There are four issues published annually. Articles are welcomed and encouraged from **all members**. Please feel free to submit as many articles as you like.

- If your District or Unit did something unique or worthy of praise (i.e.: donated flags, decorated a fair booth, marched in a parade, visited veterans in a hospital, etc.), you should have an article.
- Please don't forget the pictures! They speak a thousand words.

Encourage Unit members and Juniors to submit an article regarding events taking place at the local level. It is fun to share ideas and "toot our own horns" regarding the many projects we participate in for our veterans, children, and communities.

We have so much to be proud of. Please help spread the word by submitting your articles. Don't wait until the deadline. Submit your article now and it will appear in the next issue. You may Email articles to Buckeye Messenger email buckeyemessenger@alaohio.org (preferred method) or send by U.S. mail to the address above. Please do not Fax, use graphics or type in all caps. Include a title and name along with the Unit number and District number.

When submitting an article, please be sure that they are in New Times Roman font in 12. The paragraph is 0 above and 0 below the line and the line spacing is set at single. Make your page margins at 1" for top and bottom as well as right and left margins. When typing, use two spaces between sentences, and no blank lines between paragraphs. Indent each new paragraph. Do not use any clipart or generic pictures due to licensing. If you are sending pictures of an event, please do not embed them in the article. Send them as a separate file in .jpg format. When sending pictures, be sure they are clear and a high-resolution photo. If you send it blurry, it only gets blurrier when it is printed and therefore, may not get used.

Thank you for your efforts. Please take advantage of this wonderful communication tool that we can all be proud of, *The Buckeye Messenger*.

BUCKEYE MESSENGER 2025-2026 Schedule

November, December, January (due October 15)

February, March, April (due January 15) Endorsements for District President issue

May, June, July (due April 15) Endorsements for Department Officers issue

August, September, October (due July 15) This issue will contain all year-end reports.