



## Polish Legion of American Veterans, U.S.A.

### Instructions for a Post Charter

M-300

All requests for copies of this Application must be submitted to the National Adjutant or downloaded from our website [www.plav.org](http://www.plav.org).

The requirement of starting a new Post in any State is for the Organizer to enlist ten **(10)** eligible Members willing to become a Chartered Post in this organization.

It is suggested that the Post Organizer have all the below stated materials available at the time of the first meeting of the prospective new Post.

- 1) Charter Application Instructions**
- 2) Charter application (Three copies) .**
- 3) Membership Report #M-200.**
- 4) Constitution & By-Laws books, National, and State if applicable.**

It is suggested that a State Commander **if available** be at this initial meeting to assist the Post Organizer. When the Post Organizer is certain that a new Post is being organized the National Membership Director should be contacted for Membership Cards.

At the initial meeting of the New Post the following decisions must be made:

- 1) Establish the Name of the Unit, (May be deferred)**
- 2) Establish the mailing address, (A PO Box is suggested)**
- 3) Election of a Commander.**
- 4) Election of an Adjutant.**
- 5) Election of a Treasurer or Finance Director.**
- 6) Establish your dues assessment schedule.**
- 7) It is recommended that a full slate of Officers be elected immediately or it can be acted on later at the first regular meeting in accordance with the By- Laws.**

Upon completion of the initial meeting, the "Application for Charter " (all three copies) along with an M-200 Membership Report and a copy of the Post By-Laws are to be forwarded to the respective State Department for endorsement. In a case where no State Department exists, the above material should be forwarded directly to the National Membership Director.

After the State Department endorses the Charter Application (all three copies) the application along with the M-200 Membership Report and the By-Laws should be sent to the National Membership Director.

Upon completion of the processing by the National Membership Director, National Executive Committee approval must be obtained. After N.E.C. approval, the Charter Application will be turned over to the National Adjutant, who will then issue the New Post Charter and forward it and a copy of the Charter Application back to the respective State Department for presentation to the New Post. If the National Commander's schedule will allow, he may make the presentation to the New Post.

The New Post should have the Charter permanently framed and the Application for Charter should become a permanent record of the Post



**POLISH LEGION OF AMERICAN VETERANS, U.S.A.**

**NATIONAL DEPARTMENT**

CHARTERED BY ACT OF CONGRESS

**APPLICATION FOR A POST CHARTER**

We the undersigned, do hereby apply for membership in the Polish Legion of American Veterans, U.S.A. and for the issuance of a National Charter for our Post Unit on this: \_\_\_\_\_ day of

\_\_\_\_\_, \_\_\_\_\_  
MONTH YEAR

\_\_\_\_\_  
POST NAME TO BE KNOWN AS

\_\_\_\_\_  
MAILING ADDRESS CITY, STATE & ZIP CODE

**CHARTER MEMBERS: (NOTE: ALSO ATTACH M-200 SHEETS)**

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

Organized on this the \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

Organizer/ Organizers \_\_\_\_\_

**ENDORSEMENTS**

Accepted by the Department of \_\_\_\_\_, Polish Legion of American Veterans, U.S.A. on this the \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

\_\_\_\_\_  
STATE COMMANDER

\_\_\_\_\_  
STATE ADJUTANT

**ENDORSEMENTS**

Accepted by the National Department, Polish Legion of American Veterans, U.S.A. on this the \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

\_\_\_\_\_  
NATIONAL COMMANDER

\_\_\_\_\_  
NATIONAL ADJUTANT