THE AMERICAN LEGION
POST DATA REPORT (PDR) - NEW POST ONLY
_____ MEMBERSHIP YEAR

Department _____ **Post No.** _____ **District/County** _____

NOTICE

THIS FORM TO BE USED FOR A NEW AMERICAN LEGION POST ONLY, FAILURE TO SEND THIS FORM WILL CAUSE DELAYS IN PROCESSING THE NEW POST

1) Post Home (Physical) Address: _____

_____

_____

2) Post Mailing Address: _____

_____

_____

3) Post Dues Mailing Address: _____

_____

_____

Note: If the post dues mailing address contains a member name or is being sent to a member's home address as the contact, provide the member's ID number.

Member No. _____

4) New Post Membership Dues:

Note: All dues rates will be effective as of **July 1st** unless an alternate date is entered. This should be the amount shown on annual renewal notices.

Dues will be $ _____ . _____

Effective Date: _____ / _____ / _____

Month Day Year

5) Post Telephone Number: _____ - _____ - _____

6) Post Email Address: _____

7) Post Website or Facebook Page: _____

8) Post Meeting Date & Time Schedule: _____

(Example: 2nd Wednesday of each month @ 7:00 PM) _____

9) ☐ **Facilities are available to rent for events** **10)** ☐ **Smoking permitted** ☐ **No Smoking**

11) ☐ **Post has a Club Room (food/drink)**

Name _____

Type your First and Last Name to serve as your digital signature

Date _____

Format: mm/dd/yyyy (select date by clicking in box)

Title _____

Authorized Representative

INFORMATION

EXPLORE OUR WEBSITE TO LEARN MORE OR TO OBTAIN CONTACT INFORMATION FOR THE DEPARTMENT AMERICAN LEGION HEADQUARTERS OFFICE IN YOUR STATE

www.legion.org/about/organization/departments