



Marine Corps League

Report of Officer Installation – Department

Department _____

(Name)

(Profile ID)

(Division Name)

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	PROFILE ID	INCUMBENT (NAME)	EMAIL	PHONE
Commandant				
Senior Vice Commandant				
Junior Vice Commandant				
Judge Advocate				
Junior Past Commandant				
Adjutant				
Paymaster				
Chaplain				
Sgt-At-Arms				
Compliance Officer				

Department Renewal Dues (Money the Department keeps per member renewal).....

(Submitted By)

(Title)

(Signature)

(Date)

Instructions:

1) **Installing Officer Must Be:** National Commandant, Elected National Officer, Past National Commandant, Outgoing Dept Commandant, or Past Dept Commandant.

2) **The Installing Officer cannot be:** An elected or appointed officer listed on this form, unless serving as the Outgoing Commandant, in which case they will be listed as the Jr Past Commandant.

3) **The Installing Officer Must:** Sign, Date, and forward this report within 5 days to National Headquarters at jfoster@mcleague.org