



Marine Corps League

Report of Officer Installation – DEPARTMENT

Department _____
(Name) Profile ID (Division Name) (Division Profile ID)

Federal EIN _____ Incorporation ID No. _____ Date of Incorporation _____

(Date of Election)

(Place of Installation)

(Installation Date)

(Installing Officer's Name and Title)

(Installing Officer Signature)

Note: The Officer must be installed to be listed on this form.

OFFICE Elected / Appointed	MBR#	PROFILE ID	INCUMBENT (Include NAME & ADDRESS)	EMAIL	PHONE
Commandant					H C
Senior Vice Commandant					H C
Junior Vice Commandant					H C
Judge Advocate					H C
Junior Past Commandant					H C
Adjutant					H C
Paymaster					H C
Chaplain					H C
Sgt-At-Arms					H C
Web Sgt					H C
Marine 4 Life					H C
Scouting					H C

(Submitted By)

(Title)

(Signature)

(Date)

Instructions:

NO SIGNATURES REQUIRED IF EMAILED BY ADJUTANT or PAYMASTER

1) Department Adjutant/Paymaster sends a copy to the Membership Supervisor and Division NVC, retaining a copy for department records. **Membership Supervisor is JD Foster. Email: jfoster@mcleague.org**