



International Association Legions of Honor

David Smith

International Adjutant
1018 SW Walter Avenue

Lake City, FL 32024

Phone: 386-752-0475

E-mail: adjutant@ialoh.org

To: All Unit Commanders/Adjutants

Subject: **Annual Forms/Reports**

Dear Nobles,

The forms for the 2018 Data Call are attached along with copies of the 2018-2019 Yearbook ad forms. The most important form is the 2018 Annual Report. This form serves as a reminder about your Unit's annual Association dues and also provides us with contact information for your Unit as well as the names, addresses, phone numbers, and e-mail addresses of your 2018 officers.

The Annual Convention is in April again next year, so the Delegate Nominations form and the Necrology Report need to be returned by 01 March 2018. For your convenience, all the forms can be returned to me at the same time. **As an additional option, these Annual data call forms are available through the IALOH web site at www.ialoh.org. The forms can be filled in on-line and then printed for submission. Unfortunately there is not yet a way to submit the forms electronically.**

Your Unit's Association dues remain \$2.00 per Unit member as of 31 December of the preceding year (which is 31 Dec 2017 for 2018 dues) and the only exceptions to the aforementioned dues will be those members holding Honorary Memberships within a unit. Remember, for those units with 15 or fewer members, there is a dues minimum of \$30.00. This minimum was set to just cover the expenses of the yearbook and newsletters.

Additional guidance on the remaining forms:

Delegate Nominations - All voting members from each Unit at the Annual Convention in Overland Park, Ks, must be registered and each member's name should only be entered in one category.

Necrology Report - This report is used for the Memorial Service and to update Association records for the year ending in 2017..

Yearbook Ad forms – You may notice that we have been able to maintain last year's price for the yearbook ads. Please make copies of these forms and make them available to your membership. A yearbook ad is a great way for your Unit and your members to show their support for the entire Legion of Honor. You could also remind them that every advertiser gets a copy of the yearbook.

Thanks to you all for your continued help and support!

Yours in the faith,

David Smith

International Adjutant

Please Note: If you are no longer the Commander or Adjutant or the person who will be submitting the reports for 2018, could you please make sure that the proper person receives this letter and the forms.