



Please Read Instructions On the Back Before Filling in the Blanks.

# Post Application for Permanent Charter

STATEN ISLAND, NEW YORK, FEBRUARY 16, 1933.  
(Date)

To The American Legion, Department of NEW YORK (RICHMOND COUNTY)

We, the members of EDMUND KELLS Post No. 316 hereby request a permanent charter for this Post under the name given below. We agree to maintain a Post organization in conformity with the policies of our Department and National organizations and have selected the necessary officers and committees to further the work and ideals of The American Legion. We further agree to forward notice of all changes in our Post organization and all necessary information concerning activities of our Post to Department Headquarters for the information and guidance of the Department and National organizations.

1. Permanent Charter Name EDMUND KELLS Post No. 316

2. Address of Post Headquarters VILLAGE HALL, STAPLETON, STATEN ISLAND, NEW YORK

3. Names and Addresses of Post Officers:

a. Commander ARTHUR A. PETERS, 61, OTIS AVENUE, NEW DORP, S.I., N.Y.  
(Name) (Address)

b. Adjutant AUGUST MULLER, 5 ROSEWOOD PLACE, STATEN ISLAND, N.Y.

c. Treasurer JOHN CONROY, 26 TOWNSEND AVENUE, STAPLETON, S.I., N.Y.

d. Historian C. C. SCHNEIDER, 143 NIXON AVENUE, STATEN ISLAND, N.Y.

e. Service Officer A. TIRELLI, 315 FINGERBOARD ROAD, ROSEBANK, S.I., N.Y.

f. News Correspondent F. J. ROONEY, 303 TOMPKINS AVENUE, STAPLETON, S.I., N.Y.  
(The Post Adjutant should notify Department Headquarters of all changes in officers.)

4. Standing committees functioning regularly in accordance with duties outlined or implied in "Post Handbook":

a. Americanism (.....YES.....)

f. Membership (.....YES.....)

b. Community Service (.....YES.....)

g. Finance and Audit (.....YES.....)

c. Service (.....YES.....)

h. Publicity (.....NO.....)

d. Visiting (.....YES.....)

i. Legal Aid (.....No.....)

e. Program and Entertainment (.....YES.....)

j. Athletics (.....No.....)

5. Statistics:

a. Total number of members paid up for the current year 15 If organized, what membership previous year? 21

b. Approximate number of ex-service persons to draw from NOT KNOWN

c. Is membership in your Post restricted to any class or group? No

If so, give details

d. Are the custodians of Post funds properly bonded? No

e. Are the ceremonies prescribed in the official Manual of Ceremonies used on all occasions? YES

f. Are Post clubrooms maintained? No Are quarters rented, donated to the Post or owned by the Post? DONATED If quarters are not owned by the Post has a building fund been started? No

Amount on hand --

g. Is a Post paper or any form of information pamphlet regularly issued? No

h. Does your Post have a band or drum corps? No

i. Has your Post a Unit of the American Legion Auxiliary? No

6. General information: (see instructions)

Attest

*August Muller*  
Post Adjutant

*Arthur A. Peters*  
Post Commander

**INSTRUCTIONS FOR FILLING OUT APPLICATION**

**MAKE OUT THIS FORM IN TRIPLICATE.** Keep one copy for Post Record and send two copies to Department Headquarters. Typewrite entries carefully to insure their being legible. This application must be endorsed by Department Headquarters before it can be acted on by National Headquarters.

Instructions for filling out numbered paragraphs on the reverse side:

1. Enter here the name under which you desire Post to be permanently chartered. A new name may be adopted by the Post at this time. However, the original Post number will be retained.  
If it is desired that the name of the Post be changed, the Post should pass a proper resolution, copies of which, duly certified by the Post commander and adjutant, should be transmitted through Department Headquarters to National Headquarters.
2. If possible, give a permanent mail address.
3. Enter here the name and mail address of the Post officers designated. These offices must be filled before permanent charter can be issued.
4. Insert (yes) or (no) in the space provided. Your committees have an important part to play and are evidence of an efficient organization. We suggest that your committee on Community Service apply to the Americanism Commission, National Headquarters, for material pertaining to such work.
5. In filling in the answers to these questions, care should be used to make the answers as correct as possible. This information is very important, inasmuch as service can be rendered your Post in accordance with the needs which this information will show.
6. Under the classification of General Information, please list all outstanding facts about the activities of your Post, its activities along patriotic and memorial lines, its service and relief work, projects for community betterment, co-operation with other patriotic and benevolent organizations, means used to raise funds for various purposes, athletic and social activities, etc., etc. Give a concise summary of Post activities to date. If necessary, add a sheet in answering this question. State any needs of your Post at this time.

Approved with recommendation that charter be issued.

Mar. 1, 1933

Maurice Stember  
Commander or Adjutant

Department of Tex.