

**NATIONAL MARINE CORPS LEAGUE AWARD  
RECOMMENDATION FORM**

**National Award Criteria:** When submitting a request for a National award, the request must include all the information regarding what the person has accomplished, while serving in the capacity as a Marine Corps League member, a member of a subsidiary/subordinate unit or person(s) whom exemplify the principles and purposes to which the Marine Corps League was founded.  
Award recommendations must be legible. Blank essay sheets are attached for continuation of the award recommendation.  
The request must be accompanied by the required endorsements. Without the proper endorsements, the request will be denied and returned to the submitter.  
*Note: All requests for National Awards must be submitted directly to: Chairman, National Awards Committee at the address listed on the National Roster.*

<b>From: Name and Title, if any</b>	<b>To: National Commandant</b>	<b>Via:</b> (1) Department Commandant (2) National Division Vice Commandant (3) National Awards and Citations Committee
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**A. Awardee Information**

<b>1. Name of Awardee or (Proposed New or Change to existing Award)</b>	<b>2. Detachment Name and Number</b>	<b>3. Dept</b>
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<b>4. Awardee is a/an</b> (Please check one) <input type="checkbox"/> Regular Member <input type="checkbox"/> Associate Member <input type="checkbox"/> Other If other, specify _____ (Auxiliary, Young Marine, JROTC, etc.)	<b>5. Mbr Number:</b>  <b>5b. Profile ID:</b>
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<b>6. Type of Award</b>	
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<b>8. Justification for Award</b> / PLEASE PROVIDE DETAILED SUMMARY OF ACTION / LENGTH 500 to 100 WORDS (Use page 2 sheet to continue):

**B. Authorization**

ENTER ESSAY ON PAGES TWO AND THREE

(1 <sup>st</sup> Endorsement) Recommendation for _____ <div style="text-align: right; font-size: small;">Recipients Name</div> (Please check one) <b>Approved</b> <input type="checkbox"/> <b>Disapproved</b> <input type="checkbox"/>  _____ <small>TYPE Signature: Department Commandant    Department    Date</small>	(2 <sup>nd</sup> Endorsement) Recommendation for _____ <div style="text-align: right; font-size: small;">Recipients Name</div> (Please check one) <b>Approved</b> <input type="checkbox"/> <b>Disapproved</b> <input type="checkbox"/>  _____ <small>TYPE Signature: National Division Vice Commandant    Division    Date</small>
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**C. Committee Use Only**

From: National Awards and Citations Committee Subject:

Award

Recommendation for \_\_\_\_\_ We, the National Awards and Citations Committee hereby:

Recipients Name

Approve     Disapprove  \_\_\_\_ to \_\_\_\_.

Recipients Name

receiving of this award in accordance with the National Bylaws and Administrative Procedures as set forth in Enclosure Four (4).

_____	_____	_____
Chairman		Date

(If disapproved) recommendation for the recipient to receive \_\_\_\_\_

**NATIONAL MARINE CORPS LEAGUE  
AWARD RECOMMENDATION FORM**

*DETAILED JUSTIFICATION ESSAY FOR AWARD*

*SUMMARY OF ACTION 500-1000 WORDS*

**NATIONAL MARINE CORPS LEAGUE  
AWARD RECOMMENDATION FORM**

*DETAILED JUSTIFICATION ESSAY FOR AWARD*

**SUMMARY OF ACTION 500-1000 WORDS**

***Instructions:***

**A.1. Name of Awardee.** If this is a Proposed Change to an existing award or a proposal of a new award, so specify and skip blocks 2-5.

- Identify the name of the existing award or identify the name of proposed award in block 6.

**B.2.** Self-explanatory. If block 4 will be other, provide unit information.

**A.3.** Self-explanatory.

**A.4.** Self-explanatory.

**A.5.** For Identification purposes of Regular and Associate Members only. Failure to provide will not prevent the processing of this award recommendation.

**A.6.** Name of the existing award or if this is a proposed new award, designated name.

**A.8.** Self-explanatory.

**B.** Endorsements of Department Commandant and National Division Vice Commandants. Request will be denied and sent back to submitter if not provided.

- Detachment Commandant forward to your Department Commandant
- Department Commandant forward to your Division Vice Commandant
- Division Vice Commandant forward to the Chairman, National Awards Committee

**C.** Committee Use Only