

Call for the

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# NINETY-FIFTH ANNUAL CONVENTION

Of  
*The American Legion, Department of Connecticut*

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**Fellow Legionnaires, Greetings:**

The Ninety-Fifth Annual Department Convention of THE AMERICAN LEGION of Connecticut will be held at Rocky Hill, Connecticut on the 11th, 12th & 13th, July 2013.

**- PURPOSE -**

The Convention is called for the purpose of electing officers for the ensuing year, amending the Department Constitution and for the transaction of such other business as may be brought before it in conformity with the provisions of the National and Department Constitutions.

**- REPRESENTATION -**

Representation in the Convention will be by Posts. Each Post in good standing shall be entitled to be represented by three delegates and three alternates, and by one additional delegate and one additional alternate when its membership shall have reached 65, and by one additional delegate and one additional alternate when its membership shall have reached 150, and by one additional delegate and one additional alternate for each succeeding 100 members or major fraction thereof, whose dues to the National and Department organizations of The American Legion have been paid at least thirty (30) days prior to the opening of the Convention. The Posts shall elect such delegates not less than fifteen (15) days prior to the opening of Convention. Representation of each Post within the Department will be according to the books of the Department Adjutant at the close of business June 11, 2013.

**- CONVENTION HEADQUARTERS -**

Convention Headquarters will be established at the Sheraton Hartford South Hotel, Rocky Hill, Connecticut and will open at 8:30 A.M. on Thursday, July 11, 2013.

The opening session of the Convention will be held in the Ballroom of the Sheraton Hotel, and will be called to order at 2:30 P.M., July 11, 2013.

**- REGISTRATION -**

Delegates and Alternates attending the Convention registered in advance may pick up credentials at REGISTRATION DESK OUTSIDE CONVENTION HALL. All others must register at the office.

**- CREDENTIALS -**

Each Post will select a Chairman prior to the departure of the delegates for the Convention.

ORIGINAL and second copy of Certification sheet, with REGISTRATION FEE OF \$5.00 per delegate, also those alternates which Post may desire to register, shall accompany Registration Certificate. MUST BE SENT IN IMMEDIATELY UPON SELECTION OF DELEGATES AND ALTERNATES BY POST to the

Department Adjutant, P.O. Box 208, Rocky Hill, Connecticut 06067-0208. Certification sheets will be furnished Post Adjutants along with authorized delegate count on June 12, 2013. **Post Commander and Post Adjutant must sign the certification form.**

**SPECIAL NOTE:** Any mail pertaining to the Convention should be placed in the mail to reach Department headquarters NO LATER than Friday, July 5, 2013. After that date, mail should be sent to the Sheraton Hartford South Hotel, marked "Hold for Arrival".

**- RESOLUTIONS -**

Resolutions must be submitted electronically on the form available from the Department. Posts should adopt resolutions embodying the constructive criticism of its membership as to how our organization as a whole may function to greater advantage. Resolutions should be forwarded to Department Headquarters at least sixty (60) days before the opening of the Convention if after passage, it is to be binding as American Legion policy upon the Department or its constituent Posts, and a copy thereof transmitted to each Post at least thirty (30) days prior to the opening of the Convention. Resolutions may be submitted by any Post or any accredited delegate to the Convention and must be submitted electronically. Template should be requested from Department Headquarters.

**- AMENDMENTS -**

Attention is called to Article XIV, Constitution of The American Legion, Department of Connecticut, which provides that proposed amendments to the Constitution must be presented in writing to the Department Executive Committee at least sixty (60) days before the opening of the Convention, and a copy thereof transmitted to each Post at least thirty (30) days prior to such Convention.

**- MISCELLANEOUS -**

Mail, telephone and telegrams should be sent to The American Legion Convention Headquarters, Sheraton Hartford South Hotel, 100 Capital Blvd., Rocky Hill, CT 06067. (860) 257-6000

Rooms may be reserved by calling 888-627-8263 and requesting The American Legion Block.

Instructions covering program, order of business, entertainment, and additional meeting places will be furnished later. **No authority exists for the Department to pay expenses of any delegates to the Convention.**

Your hearty cooperation is desired in keeping news of the Convention before your membership.

Attest:

*Everett G. Shepard, III*  
Department Adjutant

*Wayne A. Morgan*  
Department Commander