



Marine Corps League

Report of Officer Installation – Detachment

Detachment

_____ (Name) (Number) (Profile ID) (Department)

Federal EIN

Incorporation ID No.

Date of Incorporation

_____ (Date of Election)

_____ (Place of Installation)

_____ (Installation Date)

Detachment Mailing Address

_____ (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 (NAME)	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
Marine 4 Life					H
					C
					H
					C

Date, Time & Place of Detachment Meetings

Detachment Renewal Dues (This the amount of Detachment Due Only).....

Department Renewal Dues (This the amount of Department Due Only).....

_____ (Submitted By)

_____ (Title)

_____ (Signature)

_____ (Date)

Instructions:

- 1) **Detachment Adjutant/Paymaster** sends a copy to the **Department Adjutant/Paymaster**, retaining a copy for detachment records.
- 2) **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