



THE AMERICAN LEGION POST CHARTER LOCATION CHANGE ONLY REQUEST FORM

(APPLICATION MUST BE SUBMITTED THROUGH STATE DEPARTMENT HEADQUARTERS OFFICE)

MAIL:

THE AMERICAN LEGION
ATTN: CHARTERS
P.O. BOX 1055
INDIANAPOLIS, IN 46206-1055

Date:

Date Format: mm/dd/yyyy (select date by clicking inside box)

EMAIL: IA@legion.org

TO: INTERNAL AFFAIRS & MEMBERSHIP DIVISION

FROM: DEPARTMENT OF:

Post No: SAL Squadron YES OR NO

Old Location:

New Location:

INFO: This form is only for a **Post Charter Location Change** (i.e., post is requesting a new charter location different than the post charter location listed on file at national headquarters). To update a Post address, visit our website at www.legion.org/about/organization/departments to contact the state American Legion Department Headquarters office in your state for further assistance.

REQUIRED PAPERWORK TO ATTACH: POST MEETING MINUTES OR POST RESOLUTION

COMMENTS:

NOTE: FOR A POST CHARTER "LOCATION CHANGE ONLY", A REPLACEMENT CHARTER WILL NOT BE CREATED UNLESS REQUESTED BY THE STATE AMERICAN LEGION DEPARTMENT HEADQUARTERS OFFICE
IF THE POST HAS AN ACTIVE SQUADRON, THE SQUADRON LOCATION WILL ALSO BE CHANGED BY DEFAULT

FOR THE AMERICAN LEGION NATIONAL HEADQUARTERS STAFF USE ONLY:

PERMANENT CHARTER DATE:

POST LOCATION CHANGE DATE:

EIN / TAX ID#:

REVISED: NOV / 2024