THE AMERICAN LEGION
POST DATA REPORT (PDR) - NEW POST ONLY
_____ MEMBERSHIP YEAR

Department _____ **Post No.** _____ **District/County** _____

IMPORTANT INFORMATION

This form must be submitted with all new Post Charter Applications. Failure to include this form may result in processing delays.

1) Post Home (Physical) Address: _____

_____

_____

2) Post Mailing Address: _____

_____

_____

3) Post Dues Mailing Address: _____

_____

_____

Note: If the post dues mailing address contains a member name or is being sent to a member's home address as the contact, provide the member's ID number.

Member ID # _____

4) New Post Dues:

Note: To determine the correct dues, include the Post, Department and National per capita amounts per member (for the total membership dues amount). This is the amount shown on annual renewal notices.

Dues will be $ _____ . _____

Effective Date: _____ / _____ / _____
Month Day Year

5) Post Telephone Number: _____ - _____ - _____

6) Post Email Address: _____

7) Post Website or Facebook Page: _____

8) Post Meeting Date & Time Schedule: _____

(Example: 2nd Wednesday of each month @ 7:00 PM) _____

9) ☐ **Facilities are available to rent for events** **10)** ☐ **Smoking permitted** ☐ **No Smoking**

11) ☐ **Post has a Club Room (food/drink)**

Name _____
Type First and Last Name to serve as digital signature.

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

Title _____
Authorized Representative

★ **NOTICE** ★

THIS FORM IS FOR A NEW AMERICAN LEGION POST ONLY

REVISED: APR / 2026