SONS OF THE AMERICAN LEGION
SQUADRON CHARTER GUIDELINES

1. The minimum membership required for the formation of a Sons of The American Legion squadron shall be determined by the executive committee of the department whose area it lies.

2. Print all charter members first and last names and mailing addresses only. The charter member names must be legible, please <u>do not</u> have charter members sign the application.

3. The squadron charter application **must** reflect the same post legal charter name and post charter location that national headquarters has on file.

4. The organizer of the new squadron must endorse the application and sign their name to serve as their digital signature and list the new squadron mailing address in the bottom section of the first page of the application. The address listed will be used to setup the new squadron and can be changed to a permanent address at a later time.

   NOTE: The SAL Squadron Data Report (SDR) "new squadron only" is a required form and should be submitted with the squadron charter application. If this form is not received with the application; it may cause delays in the new squadron being created and membership processing. [This form must include the total membership dues amount to join (i.e., squadron per capita, detachment (state) per capita and national per capita per member. The national per capita is currently $5.00 per member].

   To obtain the squadron charter application and the required squadron data report (new squadron only), or to learn more visit our website at www.legion.org/information-center/in-the-media/publications/organization-membership-awards

   Once the required forms have been completed, forward all applicable documents to the state American Legion Department headquarters office for processing/endorsement. Contact information for the American Legion state offices can be found on our website by clicking here www.legion.org/about/organization/departments.

** If a post changes their charter name or charter location the SAL squadron will also be changed by default

** If the post charter is cancelled, the squadron will also be cancelled as the squadron is a program of the post and cannot standalone