THE AMERICAN LEGION
POST TEMPORARY CHARTER APPLICATION

[**APPLICATION MUST BE SUBMITTED THRU DEPARTMENT (STATE) HEADQUARTERS OFFICE**]

Provisions of The American Legion National Constitution

ARTICLE IV - Eligibility

Section 1. An individual is eligible for membership in The American Legion only if the individual - (1) has served in the Armed Forces of (A) the United States at any time during - (i) the period of April 6, 1917, through November 11, 1918; or (ii) any time after December 7, 1941; or (B) a government associated with the United States Government during a period or time referred to in subsection (A) of this section and was a citizen of the United States when the individual entered that service; and (2) was honorably discharged or separated from that service or continues to serve honorably during or after that period or time; provided, however, that such service shall have been terminated by honorable discharge or honorable separation, or continued honorably during or after any of said periods; provided, further, that no person shall be entitled to membership who, being in such service during any of said periods, refused on conscientious, political or other grounds to subject themselves to military discipline or unqualified service.*

Section 2. There shall be no form or class of membership except an active membership, and dues shall be paid annually or for life.

ARTICLE IX - Post Organization

Section 1. Those who desire to form a Post shall apply for a temporary charter to the Commander of the Department in which they reside. The temporary charter shall be issued by the National Commander and National Adjutant upon receipt of the application properly executed by the charter members of the applying Post, but only when such applying Post is approved by the Commander of the Department, or by the Department Executive Committee.

Section 2. The minimum membership of a Post shall be determined by the Executive Committee of the Department in whose area it lies.
Section 3. No Post shall be named after any living person.
Section 4. Upon receipt and processing of a proper application a temporary charter shall be granted and shall state that it is granted on the recommendation of the Department and on the following terms and conditions:

1. All acts heretofore duly and properly taken for the formation of the above named Post are recognized and confirmed by the National Executive Committee.
2. The above named Post shall uphold the declared principles of The American Legion and shall conform to and abide by the regulations and decisions of the Department and of the National Executive Committee, or other duly constituted national governing body of The American Legion.
3. This charter is subject to revocation by the National Executive Committee on the recommendation of the Department, or by such authority that may hereafter be established by the National Convention.

Section 5. After a temporary charter has been in effect for a probationary period of at least ninety days, application for a permanent charter may be made. Such probationary period shall not exceed one year upon the termination of which the Department shall determine whether or not a permanent charter shall be issued or denied and the action of the Department shall be final.
Section 6. All charters shall be countersigned by the Commander and the Adjutant of the Department.
Section 7. Each Department may prescribe the Constitution of its Posts. Permanent charters may be suspended, canceled or revoked by the Department Executive Committee as provided in their respective Department By-Laws.

APPLICATION INSTRUCTIONS (**read carefully**)- Each local group will designate an organizer/representative to sign the certificate at the foot of this application and to receive the charter when issued. Applications should be properly executed by the number of persons designated by the Department Executive Committee as a minimum. The charter application will be returned to the local Post by the Department Headquarters state office once the new charter has been signed/endorsed by both the Department Commander and Department Adjutant. The Department Headquarters should retain a copy of the charter application after endorsed by the National Adjutant for their records.

To, THE AMERICAN LEGION, Department of _____ , we the undersigned, hereby certify that we are eligible for membership as provided in Section 1, Article IV, of the National Constitution as quoted above. We hereby request the issuance of a temporary charter for the formation of a Post at _____ to be known as _____

(Location of Post) (Name of Post)

Post No. _____, Department of _____

On issuance of a charter we hereby agree to organize and maintain a Post under the above name with the minimum membership designated by the Department Executive Committee. We hereby further agree to uphold the principles of THE AMERICAN LEGION and to comply with all rules and regulations prescribed by the Department and National Organizations of THE AMERICAN LEGION.

CHARTER MEMBER NAMES: (PRINT FIRST & LAST NAMES)	**MAILING ADDRESS**:

[Use additional paper to add more charter members if applicable]

I HEREBY CERTIFY to the accuracy and good faith of the above information.

_____ _____ Date _____

Post Organizer - signature
Type First and Last Name to serve as your digital signature

_____

Format: mm/dd/yyyy
{ select date by clicking inside box }

_____ _____ _____

Organizer Phone No. Organizer Email Post Mailing Address

Revised: MAR / 2026

FIRST ENDORSEMENT

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

To: The American Legion
National Headquarters
Indianapolis, Indiana

Department HQ Address _____

_____

I certify that I have examined the foregoing application and do (do not) recommend the approval thereof.

Charter to be issued under the name of _____

Post No. _____ Department of _____,

This post is assigned to District No. _____

_____
Department Commander
Type First and Last Name to serve as your digital signature

SECOND ENDORSEMENT

[FOR THE AMERICAN LEGION NATIONAL HEADQUARTERS STAFF USE ONLY]

Date _____

TO: THE COMMANDER, DEPARTMENT ORGANIZATION,

The American Legion, Department of _____,

☐ **Returned** ☐ **Approved** Charter issued and enclosed herewith.

_____
National Adjutant

THIRD ENDORSEMENT

OPTIONAL

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

TO: _____
Name of Post Representative (if applicable)

_____
Post Representative
Type First and Last Name to serve as your digital signature