

## 2024 CONVENTION DELEGATE CERTIFICATION

**Check #** \_\_\_\_\_  
**Amount** \_\_\_\_\_  
**Date Rec'd** \_\_\_\_\_

The Department Constitution requires that Delegates and Alternate Delegates to the Department Convention shall be elected at a Post meeting and **CERTIFIED** to the Department Headquarters not less than 10 days prior to the Department Convention. The Certification deadline for 2024 is **JUNE 11, 2024** **Certification must be received at Department Headquarters by this date.**

Every Post shall submit this certification form by **JUNE 11, 2024** and **it is recommended that Posts enclose payment to prepay the delegate and alternate delegate registration fees.**  
**(Registration Fees for Delegates and Alternates are non-refundable).**

DELEGATION CHAIRMAN: \_\_\_\_\_

DELEGATION SECRETARY: \_\_\_\_\_

**Delegation Chairman and Delegation Secretary are delegates and must be listed below left.**

POST NO.: \_\_\_\_\_ LOCATION: \_\_\_\_\_ DISTRICT \_\_\_\_\_ DIVISION \_\_\_\_\_

NAME OF DELEGATES	NAME OF ALTERNATES
1 _____	1 _____
2 _____	2 _____
3 _____	3 _____
4 _____	4 _____
5 _____	5 _____
6 _____	6 _____
7 _____	7 _____
8 _____	8 _____
9 _____	9 _____
10 _____	10 _____
11 _____	11 _____
12 _____	12 _____
13 _____	13 _____

Pre-Registration Fee - \$10.00 per Delegate and Alternate Delegate in advance. Registration fee paid at the Department Convention will be \$12.00 per delegate, Alternate, or guest.

I understand the number of Delegates authorized\* for this Post is \_\_\_\_\_; and the number of Delegates certified by this Post is \_\_\_\_\_; and the number of Alternate Delegates certified is \_\_\_\_\_ and I certify the above members' dues are paid for the current membership year.

**\* Authorized delegates are based on actual paid membership for current year, not goal.**

\_\_\_\_\_  
Signature of Post Commander

Attest To: \_\_\_\_\_  
Signature of Post Adjutant

**To determine the number of authorized delegates for your Post, please use the following table:  
Authorized delegates are based on actual paid membership for the current year, not goal.**

MEMBERSHIP	DELEGATE STRENGTH	MEMBERSHIP	DELEGATE STRENGTH
1 – 50	2	1001 – 1050	22
51 – 100	3	1051 – 1100	23
101 – 150	4	1101 – 1150	24
151 – 200	5	1151 – 1200	25
201 – 250	6	1201 – 1250	26
251 – 300	7	1251 - 1300	27
301 – 350	8	1301 – 1350	28
351 – 400	9	1351 – 1400	29
401 – 450	10	1401 – 1450	30
451 – 500	11	1451 – 1500	31
501 – 550	12	1501 – 1550	32
551 – 600	13	1551 – 1600	33
601 – 650	14	1601 – 1650	34
651 – 700	15	1651 – 1700	35
701 – 750	16	1751 – 1750	36
751 – 800	17	1751 – 1800	37
801 – 850	18	1801 – 1850	38
851 – 900	19	1851 – 1900	39
901 – 950	20	1951 – 2000	40
951 – 1000	21		