

**CALL**  
**for the**  
**97th Annual National Convention**  
**of the**  
**AMERICAN LEGION AUXILIARY**  
**to meet in**  
**Reno, Nevada**  
**August 18 - 24, 2017**

In conformity with Article VI, Section 1 of the National Constitution, which provides that the annual National Convention of the American Legion Auxiliary shall be held at the same time and place as The American Legion National Convention, the 97th Annual National Convention of the American Legion Auxiliary is hereby called to meet in Reno, Nevada, from August 18 - 24, 2017. The convention business sessions will be in the Reno-Sparks Convention Center.

**PURPOSE**

The annual National Convention is the legislative body of the American Legion Auxiliary. The convention is called for the purpose of electing officers for the ensuing year, amending the National Constitution & Bylaws, receiving reports of national officers and committees, and for the transaction of such other business as may be brought before it. Officers for the ensuing year will be elected August 23, 2017.

**REPRESENTATION**

Representation in the convention shall be by department and in accordance with the provisions of the National Constitution, Article VI, Section 2.

Each department shall be entitled to five delegates and one additional delegate for each 1,500 members or major fraction thereof, whose current dues have been received by the national treasurer 30 days prior to the meeting of said convention, and to one alternate for each delegate.

In addition to the above, members of the National Executive Committee (including the national president, national vice president, national division vice presidents, Past National Presidents, national chaplain, and national historian) are delegates-at-large to the National Convention with vote, to be exercised with their departments.

Each delegate shall be entitled to one vote. The vote of any delegates absent and not represented by an alternate shall be cast by the majority of the delegates present from her department.

**ALTERNATES**

An alternate will have the power to vote only in the absence of her regular delegate.

The selection of alternates to represent absent delegates is a matter for decision by the respective department delegation.

## **NATIONAL EXECUTIVE COMMITTEE**

A Pre-Convention Meeting of the 2016-2017 National Executive Committee is hereby called and will be held at 8 a.m. Saturday, August 19, 2017, in Room C1-C4, Reno-Sparks Convention Center, as provided by National Bylaws, Article IV, Section 2.

A Post-Convention Meeting of the 2017-2018 National Executive Committee will be held in Room C1-C3, Reno-Sparks Convention Center, on Thursday, August 24, 2017 (National Bylaws, Article IV, Section 2).

## **DEPARTMENT OFFICERS**

Department officers, unless elected as delegates or alternates to the National Convention, have no privilege in the convention except as guests of their respective delegations.

## **CONVENTION COMMITTEE MEETINGS**

Pre-Convention Committee Meetings will be held Saturday, August 19, 2017, from 10-11:30 a.m. and 1-2:30 p.m. in the Reno-Sparks Convention Center. Locations will be provided in the agenda provided on-site in Reno. Each department shall designate one delegate or one alternate to a committee meeting and notify her of the time and location. Departments shall electronically file a list of the designees with the national secretary. Any substitution should be filed with the chairman or secretary of the convention committee.

## **DIVISION CAUCUS MEETINGS**

The Division Caucus Meetings will be held Saturday, August 19, 2017, from 3-4:30 p.m. as follows:

Central Division	C1-C4	Reno-Sparks Convention Center
Eastern Division	A3	Reno-Sparks Convention Center
Northwestern Division	A2	Reno-Sparks Convention Center
Southern Division	A4	Reno-Sparks Convention Center
Western Division	A5	Reno-Sparks Convention Center

## **CREDENTIALS**

Each delegation secretary shall transmit to National Headquarters no earlier than July 24, 2017, and no later than August 7, 2017, the official Certification of Delegates and Alternates Form and electronic delegate and alternate lists. Electronic lists must contain the following information:

1. Name of department.
2. Number of units in the department.
3. Paid-up membership according to the national treasurer on July 22, 2017, which is 30 days prior to the meeting.
4. Date and place of the department convention at which delegates and alternates were selected.
5. Name of delegation chairman.
6. Name of delegation secretary.
7. Names, complete member ID numbers, complete home addresses, accurate email addresses, and unit affiliations of delegates.
8. Names, complete member ID numbers, complete home addresses, accurate email addresses, and unit affiliations of alternates.
9. Electronic signature of department president, attested by department secretary.

## **CREDENTIALS FEE**

A registration fee of \$25 for each delegate, each alternate in attendance, and guest in attendance must be paid to the national treasurer by the delegation secretary no earlier than July 24, 2017, and no later than August 7, 2017.

## **SECURING CREDENTIALS IN RENO, NEVADA**

Delegation secretaries can secure credentials August 17 and 18, 2017, in Hall 5, Reno-Sparks Convention Center.

## **GUEST REGISTRATION**

Departments will be able to register guests to National Convention. Guest registration will begin July 24, 2017, and continue through registration cut-off. Guests may still also register via The American Legion.

## **DELEGATION HEADQUARTERS**

Each department delegation will establish headquarters in the hotel to which it is assigned. Upon arrival in the convention city, all members of department delegations will report to their delegation headquarters. They will receive all necessary instructions from the secretary of their delegation.

## **ADMISSION TO NATIONAL CONVENTION SESSIONS**

Admission to National Convention sessions will be by delegate, alternate, or guest badge. All visitors who wish to attend convention sessions must register.

## **ALA NATIONAL HEADQUARTERS OFFICE**

The American Legion Auxiliary National Headquarters Convention Office will be in Hall 5, Reno-Sparks Convention Center, August 16 - 24, 2017.

DATED: May 2017

ATTEST:



National Secretary



National President

American Legion Auxiliary  
Reno, Nevada

### DISTRIBUTION:

National Officers  
Past National Presidents  
National Executive Committeewomen  
Alternate National Executive Committeewomen  
National Chairmen  
National Committee Members  
Department Presidents  
Department Secretaries

*Additional copies are available for download at*  
[www.ALAforVeterans.org/Meetings/National-Convention/](http://www.ALAforVeterans.org/Meetings/National-Convention/)