



# Marine Corps League

## Report of Officer Installation – Detachment

Detachment \_\_\_\_\_

(Name)

(Number)

(Profile ID)

(Department)

Federal EIN \_\_\_\_\_

Incorporation ID No. \_\_\_\_\_

Date of Incorporation \_\_\_\_\_

(Date of Election)

(Place of Installation)

(Installation Date)

(Installing Officer's Name and Title)

(Installing Officer Signature)

**Note: The Officer must be installed to be listed on this form.**

OFFICE Elected / Appointed	MBR#	PROFILE ID	INCUMBENT (Include NAME & ADDRESS)	EMAIL	PHONE
Commandant					H C
Senior Vice Commandant					H C
Junior Vice Commandant					H C
Judge Advocate					H C
Junior Past Commandant					H C
Adjutant					H C
Paymaster					H C
Chaplain					H C
Sgt-At-Arms					H C
Web Sgt					H C
Marine 4 Life					H C

### Date, Time & Place of Detachment Meetings

Detachment Renewal Dues (This amount is the total of Detachment, Department & National dues) \_\_\_\_\_

(Submitted By)

(Title)

(Signature)

(Date)

### Instructions:

**NO SIGNATURES REQUIRED IF EMAILED BY ADJUTANT or PAYMASTER**

- 1) Detachment Adjutant/Paymaster sends a copy to the Department Adjutant/Paymaster, retaining a copy for detachment records.
- 2) Department Adjutant/Paymaster sends a copy to the MCL National Adjutant/Paymaster and Division NVC, retaining a copy for department records. Division NVC sends a copy to HEADQUARTERS / JD FOSTER [jfoster@mcleague.org](mailto:jfoster@mcleague.org)