



DEPARTMENT OF TEXAS JROTC / ROTC ORDERING PROCESS (2020)

Dear Chapter Commanders,

The following is the new process for 2020 for ordering JROTC and ROTC awards for schools in your area.

This year, for JROTC / ROTC, National is accepting one order, one check from Department of Texas and will then send a one time mailing of the awards to Department of Texas.

Each Award is **\$16.00** - this includes a mail out to your chapter from Department of Texas.

(Example, If your chapter orders 10 then the cost is \$160.00)

1. Review the enclosed spreadsheet with this packet of the schools that ordered from your chapter's area in the past year.
2. Estimate how many awards you will need (using the spreadsheet and additional schools, you may be aware of) and send a check to the Department Commander so we can order the awards. Please ensure you order enough, so you will not run short, as **there will NOT be a second order available to Department** or chapters.
3. Mail your check to: **DEPT OF TEXAS MOPH 102 W VIRGINIA AVE TEMPLE TEXAS 76501**
4. Checks should arrive to the Department **no later than 15 Feb 2020**
5. If your Chapter doesn't have school with JROTC/ROTC from last year, but you anticipate schools this year, please order for your chapter NOW. **Get your order in.** There will not be awards if you do not order.



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6. My advice – order more than you think you need. Department will not have any extra.
 7. When the Awards Arrive to Dept of Texas, Department will ship your awards to **one POC at your chapter**. You will need to identify this person, and provide a valid mailing address for mailing of the Chapters Packet.
 8. Please email the attached .pdf school information sheet to mophdept.tx@gmail.com for each school you provide an award to. A .pdf information sheet is attached.
- For each school you provide an award to – you must complete the sheet and email each sheet to Department of Texas, as National wants to collate the information.
9. If you have any questions, please call the Department of Texas Commander Jon Lunkwicz at 972-754-2230

Yours in Patriotism,

Jon Lunkwicz

Department of Texas, Commander

Military Order of the Purple Heart

Mailing Address: 102 W. Virginia Ave., Temple TX 76501

Email: mophdept.tx@gmail.com

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Facebook: <https://www.facebook.com/mophtexas/>