



AMVETS LADIES AUXILIARY DEPARTMENT OF OHIO SERGEANT-AT-ARMS REPORT FORM

Location and Number of Ladies Auxiliary _____

Report Covering Period Of: _____

	(Check One)	Yes	No
Do you see that the room is in proper order?	_____	_____	_____
Do you display your Colors at your Meetings?	_____	_____	_____
Do you give the Pledge of Allegiance at Meetings?	_____	_____	_____
Do you escort guests into the Meeting Room?	_____	_____	_____
Do you watch the door and deliver messages during the Meeting?	_____	_____	_____
Do you distribute all Bulletins at Meetings?	_____	_____	_____
Do you help the President maintain order during Meetings?	_____	_____	_____
Do you introduce new members to the membership?	_____	_____	_____
Do you post Colors for special AMVETS Ladies Auxiliary ceremonies?	_____	_____	_____

Your Reports are due and in my hands by these dates:

1st Report November 1
2nd Report May 1

SGT-AT-ARMS: _____

ADDRESS: _____

Submit Report to Current Department Sgt.-at-Arms by November 1 and May 1.