

**The American Legion  
Department of Oklahoma**  
**CERTIFICATION OF DELEGATES TO  
THE Mid-Winter Conference**

District \_\_\_\_\_

East/West \_\_\_\_\_

Post Name & No. \_\_\_\_\_

Name of Town \_\_\_\_\_

We hereby certify that the following members of this Post were elected delegates to the Annual Mid-Winter Conference of The American Legion, Department of Oklahoma, January 16-18 2026 at a meeting of said post held on the \_\_\_\_\_ day of \_\_\_\_\_, 2026. Each member **MUST** present **2026** Membership Card when registering at Conference.

**PAST DEPARTMENT COMMANDERS – List all Past Department Commanders from your Post here.**

Name		Card No.	Name		Card No.
1	_____	_____	3	_____	_____
2	_____	_____	4	_____	_____

**POST DELEGATES**

Name		Card No.	Name		Card No.
1	_____	_____	13	_____	_____
2	_____	_____	14	_____	_____
3	_____	_____	15	_____	_____
4	_____	_____	16	_____	_____
5	_____	_____	17	_____	_____
6	_____	_____	18	_____	_____
7	_____	_____	19	_____	_____
8	_____	_____	20	_____	_____
9	_____	_____	21	_____	_____
10	_____	_____	22	_____	_____
11	_____	_____	23	_____	_____
12	_____	_____	24	_____	_____

(Additional Delegates and/or Alternate Delegates names should be added on a separate sheet of paper)

\_\_\_\_\_  
Chairman of Post Delegation

\_\_\_\_\_  
Post Commander

\_\_\_\_\_  
Post Adjutant

## **INSTRUCTIONS - IMPORTANT**

Make this report immediately after delegates and alternates are elected. Your Post Delegation Chairman should prepare three copies of the report. One copy must be sent to The American Legion Department of Oklahoma, 6101 NW 50<sup>th</sup> Street, Warr Acres, OK 73122 or by email to [adjutant@okamlegion.org](mailto:adjutant@okamlegion.org) to arrive at Department by January 09, 2026. Present one copy in person to the Credentials Committee at the Convention immediately upon arrival. One copy should be retained by the Chairman of the Post Delegates. Please print plainly in ink. All copies to be signed by the Post Commander, Post Adjutant, and Chairman of the Post Delegation. If the Post Commander or Post Adjutant is a delegate, list their names with the other delegates on the form. Also, list the Chairman of the Post Delegation with the other delegates.

## **DELEGATE ALLOWANCE – DEPARTMENT CONVENTION**

**Article V Department Convention - Section 2.** The Department Convention shall be comprised of representatives from each Post who shall be members in good standing of the Post by which they are elected, and all Past Department Commanders while in good standing in their respective Posts. Each Post in good standing (five current members, conducts regular meeting, and participates in American Legion activities, such as Oratorical, Boys State and Baseball) shall be entitled to two delegates. Each Post having 26 members in good standing shall be entitled to three delegates and to an additional delegate for each additional fifty members after the first 26. Each Post shall be entitled to an alternate for each delegate. Membership strength of the Post, for determining delegate strength, shall be computed as of paid-up membership in Department Headquarters at the close of business 30 days prior to the convening of the Department Convention.

## **POLICY ON DEPARTMENT CONVENTION REGISTRATION**

1. All American Legion Delegates shall pay the full registration fee for each annual Department Convention, regardless of when they register at the Convention site.
2. All members of The American Legion, American Legion Auxiliary, Sons of The American Legion or any Guest, who are not delegates but wish to attend any meeting during the department convention shall pay the full registration fee.
3. Official invited guests of the Department Commander will be provided complimentary registrations.
4. The advance registration fee for the Annual Convention is \$25.00 and must be received in Department Headquarters by 09 January, 2026. No refunds will be made after that date.
5. All Legionnaires, Auxiliary and SAL Members wishing to register as delegates, alternates or guests for the convention shall pay the full registration fee and will be issued a guest badge, which permits admission to all Legion meetings and events.
6. The Department Commander and all Department Officials shall pay the full and/or advance registration fee of the convention the same as all other delegates.
7. Department Employees shall handle all monies during registration for the convention and all convention events.
8. The Department Sergeant at Arms and his/her assistants will check all people entering convention sessions, Commander's reception and all convention meeting/events and permit no one to enter without proper registration badge or tickets.
9. The SAL, Auxiliary and Jr. Auxiliary will conduct their own separate registration at the Department Convention; this includes their handling of their own advanced registration.