



AMERICAN LEGION AUXILIARY
Department of California
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**Travel Expense Sheet for
 Those Called to the Mid-Year Department Executive Meeting
 Santa Maria Inn, 801 S, Broadway Frnt, Santa Maria, CA**

Those who are called to this meeting are the following: Department President, Department Vice President, Department Secretary/Treasurer, Department Junior Past President, Department Past National President, District Presidents and Department Chairmen of all standing committees, Members of the Department Finance Committee, Department Parliamentarian and the Girl State and Junior Conference Directors.

The members who are called at the request of the Department President are: Department Sergeant-at-Arms and Marshal, Department Historian, Department Musician, Department Chaplain, Department Advisory Committee, Department Distinguished Guest Chairman, Pages, Department Resolution Chairman, Ways and Means Committee and Members Membership Support Team. These members are eligible to a voice but no vote at this meeting.

**To ensure that your check will be available at convention,
 return by December 15, 2017**

Trip/Event: Department Executive Committee Mtg **Date:** 19-21 Jan 2018
 (Reps 19 Jan 2018)

Name: _____

Auxiliary Title: _____

Street Address: _____

City/State/Zip: _____

Phone Number: _____

All mileage expenses will be calculated in the Department Office
 using Microsoft Streets & Trips.

 Signature

 District Number

 Unit Number

For Office Use Only	
_____ Miles x 2 = _____ x \$.25 = _____	
Date	19-21 JAN 2018
Account	GF 62457
Check #	
Authorized By	