

**CALL**  
for the  
**103<sup>rd</sup> Annual National Convention**  
of the  
**AMERICAN LEGION AUXILIARY**  
to meet in  
**New Orleans, Louisiana**  
**August 23 – August 29, 2024**

In conformity with Article VI, Section 1 of the National Constitution, which provides that the annual National Convention of the American Legion Auxiliary shall be held at the same time and place as The American Legion National Convention, the 103<sup>rd</sup> Annual National Convention of the American Legion Auxiliary is hereby called to meet in New Orleans, Louisiana, from August 23-29, 2024. The convention business sessions will be in the New Orleans Ernest N. Morial Convention Center.

**PURPOSE**

The annual National Convention is the legislative body of the American Legion Auxiliary. The convention is called for the purpose of electing officers for the ensuing year, amending the National Constitution & Bylaws, receiving reports of national officers and committees, and for the transaction of such other business as may be brought before it. Officers for the ensuing year will be elected August 28, 2024.

**REPRESENTATION**

Representation in the convention shall be by department and in accordance with the provisions of the ALA National Constitution, Article VI, Section 2.

Each department shall be entitled to seven delegates and one additional delegate for every 1,200 members or major fraction thereof, whose current dues have been received by the National Treasurer 30 days prior to the meeting of said convention, and to one alternate for each delegate. (ALA National Standing Rule II. National Convention, #2)

In addition to the above, members of the National Executive Committee (including the National Vice President, National Division Vice Presidents, National Secretary, National Treasurer, National Chaplain, National Historian, and Past National Presidents) in good standing with their respective units are delegates-at-large to the National Convention with vote to be exercised with their departments.

Each delegate shall be entitled to one vote. The vote of any delegate absent and not represented by an alternate shall be cast by the majority of the delegates present from the delegate's department. (ALA National Standing Rule II. National Convention, #2)

## ALTERNATES

An alternate will have the power to vote only in the absence of the regular delegate. The selection of alternates to represent absent delegates is a matter for decision by the respective departments.

## NATIONAL EXECUTIVE COMMITTEE

A Pre-Convention Meeting of the 2024-2025 National Executive Committee is hereby called and will be held at 8 a.m. Saturday, August 24, 2024, New Orleans Convention Center; 208-210. (ALA National Standing Rule V, # 2). *Note: Time is subject to change.*

A Post-Convention Meeting of the 2024-2025 National Executive Committee will be held at 8:30 a.m. Thursday, August 29, 2024, New Orleans Convention Center; 208-210 (ALA National Standing Rule V, #2)

## DEPARTMENT OFFICERS

Department officers, unless elected as delegates or alternates to the National Convention, have no privilege in the convention except as guests of their respective delegations.

## CONVENTION COMMITTEE MEETINGS

Pre-Convention Committee Meetings will be held virtually August 7-20 for the following committees as designated in the Standing Rules, Section II, Item 4b.

Chaplains	Education	Membership
Historians	Finance	National Security
Americanism	ALA Girls Nation	Poppy
Auxiliary Emergency Fund	Junior Activities	Public Relations
Children & Youth	Leadership	Veterans Affairs & Rehabilitation
Community Service	Legislative	

The Rules, Resolutions, Credentials, and the Constitution & Bylaws Pre-Convention Committee meetings will be held in person Saturday, August 24, 2024, from 12:00 p.m. – 3 p.m. in the New Orleans Convention Center. *Note: Time is subject to change.*

Each department shall designate one official representative to attend the Pre-Convention Committee meetings. The official representative does not need to be a delegate or alternate; however, only those official representatives who are convention delegates/alternates will be allowed to vote in the virtual Pre-Convention Committee meetings.

Departments shall designate their official representative via an online form provided by ALA National Headquarters.

## DIVISION CAUCUS MEETINGS

The Division Caucus Meetings will be held Saturday, August 24, 2024, from 3:15 p.m. – 4:15 p.m. as follows:

Central Division	220-222, New Orleans Convention Center
Eastern Division	217-219, New Orleans Convention Center
Northwestern Division	228-230, New Orleans Convention Center
Southern Division	208-210, New Orleans Convention Center
Western Division	225-227, New Orleans Convention Center

## **CREDENTIALS**

Each delegation secretary shall transmit to National Headquarters no earlier than July 31, 2024, and no later than August 12, 2024, the official Certification of Delegates and Alternates Form and electronic delegate and alternate lists. Electronic lists must contain the following information:

1. Name of department.
2. Number of units in the department.
3. Paid-up membership according to the National Treasurer on July 27, 2024, which is 30 days prior to the meeting.
4. Date and place of the department convention at which delegates and alternates were selected.
5. Name of delegation chairman.
6. Name of delegation secretary.
7. Names, complete member ID numbers, complete home addresses, accurate email addresses, and unit affiliations of delegates.
8. Names, complete member ID numbers, complete home addresses, accurate email addresses, and unit affiliations of alternates.
9. Electronic signature of department president, attested by department secretary.

## **CREDENTIALS FEE**

A registration fee of \$35 for each delegate, each alternate in attendance, and guest in attendance must be paid to the National Treasurer by the delegation secretary no earlier than July 29, 2024, and no later than August 12, 2024.

## **SECURING CREDENTIALS IN LOUISIANA**

Delegation secretaries can secure credentials August 22 and 23, 2024, at the New Orleans Convention Center.

## **GUEST REGISTRATION**

Departments will be able to register guests to National Convention. Guest registration will begin July 29, 2024, and continue through registration cut-off. Guests may still also register via The American Legion.

## **DELEGATION HEADQUARTERS**

Each department delegation will establish headquarters in the hotel to which it is assigned. Upon arrival in the convention city, all members of department delegations will report to their delegation headquarters. They will receive all necessary instructions from the secretary of their delegation.

**ADMISSION TO NATIONAL CONVENTION SESSIONS**

Admission to National Convention sessions will be by delegate, alternate, or guest badge. All visitors who wish to attend convention sessions must register.

**ALA NATIONAL HEADQUARTERS OFFICE**

The American Legion Auxiliary National Headquarters Convention Office will be in the New Orleans Convention Center, August 22-28, 2024.

DATED: June 2024

ATTEST:



National Secretary



National President

American Legion Auxiliary  
New Orleans, Louisiana

DISTRIBUTION:

National Officers  
Past National Presidents  
National Executive Committee  
Alternate National Executive Committee  
National Chairmen  
National Committee Members  
Department Presidents  
Department Secretaries