

American Legion 21<sup>st</sup> District Mailing: Adjutant 2019-2020 P.O. Box 422 Bandera, Texas 78003 210-788-9160

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24 May 2020

## Team 21st District,

Just a quick reminders about our Consolidated Post Reports (CPR) and our 21<sup>st</sup> District Zoom Convention call.

As of right now we only have 7 of our 30 Posts who have submitted their CPRs. The CPR is due on 1 Jun 2020. The Department and National compiles our input and uses the data to show Congress all the great things we do for our Veterans and our communities. With this, please set some time aside (approx. 20 minutes) this week to accomplish. Please log onto your myLegion.org account and follow the below guidance.

- 1. Log into your account and click on the CPR link on the left side of the page.
- 2. Review/edit each section.
- 3. Edit / update each section. Making sure to click on the "Save & Submit" button near the top of the page. Once the "Save and Submit" button is clicked, please allow it to populate.
- 4. Click on the "Generate PDF" button to the left of the "Save &Submit" button. This will save exactly what you submitted.

Our convention call is on 30 May at 1000 hours. We will keep the meeting as short as possible, but expect it will take 2  $\frac{1}{2}$  to 3 hours. Please refer to the previous memo regarding the Zoom instructions and the request to familiarize yourself in advance of the convention call.

As always, please feel free to contact me or any other District officer for questions or concerns.

"For God & Country"

William "Joey" Bess, Jr.