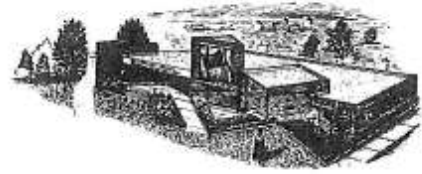


THE STATE ADJUTANTS LETTER



KANSAS DEPARTMENT



1314 SW TOPEKA BLVD. TOPEKA, KANSAS 66612-1886

APRIL 2024

IMPORTANT NOTICE - POST DATA FORMS

This Form was mailed to Every Post in a separate envelope. PLEASE complete and return this form to your Department Headquarters no later than April 15, 2024. Failure to meet this deadline will cause Your Post's first 2025 Renewal Notices to be mailed to Your Post Members with incorrect information.

STATE CONVENTION – RAMADA HOTEL -TOPEKA – MAY 31, JUNE 1, 2, 2024. Registration is just \$10.00. For this small fee delegates, alternates and guests will be able to attend all business sessions. Registration also includes a souvenir program. Election of your new Department Officers who will lead Kansas during the 2024-2025 membership year will take place on Sunday. All functions will be held at the Ramada Hotel and Convention Center, 420 SE 6th St. in Topeka. Telephone 800-432-2424 for reservations. See Sunflower Legionnaire for more details.

AMERICAN LEGION LEADERSHIP COLLEGE – JUNE 7, 8, 9, 2024 – CLOUD COUNTY COMMUNITY COLLEGE -- CONCORDIA, KANSAS. The American Legion, Auxiliary, and S.A.L. members over the age of 21 are invited to attend the College. Enrollment information, and forms are enclosed. Cost of the College is \$85 which includes Friday dinner, Saturday breakfast, lunch, and dinner at Concordia Post 76, and Sunday breakfast. In addition, the enrollment fee includes air-conditioned dorm housing at the College, attendees must bring their own sheets, pillow, pillowcase, blanket, bath soap, towels, and personal items. Check in for the College begins at 3:00 PM on Friday, June 7. Dinner will be available from 5:00 until 6:00 PM in the Cafeteria followed by a meeting of the Department Executive Committee. Sessions for all attendees will commence at 8:15 AM Saturday and 9:00 AM Sunday, June 8 and 9 with a break for lunch on Saturday and conclusion of the College on Sunday no later than noon. Tim Marlar, Department Service Officer, will hold a Service Officer School Saturday. Please bring your laptop or iPad. **Please check the appropriate box in the registration below regarding housing. We cannot guarantee housing will be provided if you do not check the box indicating your need for housing at the College. There will be "NO" walk-in housing available at the dorm. Cost for those not in dorms for meals ONLY will be \$45.00 per person for ALL meals.**

BUCKLE UP, LIGHTS ON AND LIVE -- FRIDAY, MAY 24: The 2024 Memorial Day weekend begins May 24 and extends thru May 27. Buckle Up, Lights On and Live is our annual effort to save lives on Kansas Highways. This is the 64th consecutive year for this program which is co-sponsored by The American Legion and the Kansas Highway Patrol. Your Legion Post should station Legionnaires at major intersections to hand out brochures which ask motorists to Buckle Up, Turn Their Lights On and Live. The preferred time is between 5:00 and 7:00 on Friday, May 24. Ordering information is enclosed for you to order your supplies.

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CHILDREN & YOUTH REPORTS are due before or at District Convention. Be sure your Post is among those counted. We need 100% reporting (even if your Post has nothing to report). We use everyone's combined total in testifying before the Kansas Legislature therefore every hour and every dollar you report counts. We would like to reach 100% reporting this year.

CONTINUOUS MEMBERSHIP CERTIFICATES for 50, 60, 70, 75, 80 and 85 year members of your Post have been mailed to your Post by National Headquarters. If your Post did not receive any continuous membership certificates it should have, please send the member's name and member ID to Department along with a note of explanation. Please make certain to file a Member Data Form for any member whose continuous years are incorrect on your roster.

POST CONSOLIDATED REPORTS AND POST DATA FORMS: Consolidated reports have been mailed to all Posts along with the Post Data Form. The Post Data Form contains the information needed for the Direct Billing Notices your members receive. If this information is not correct on the Data Form the renewal notices will be incorrect. Post Data Forms must be received here at Headquarters by April 15. The Consolidated Reports are due back by May 1, 2024. All reports are compiled, and the figures are used to tell our National and State elected officials about the tremendous impact The American Legion has in our communities, state, and nation.

POST COMMANDER AND POST ADJUTANT: Their Names and Addresses must be reported to Department Headquarters as soon as elected. The form was mailed last month. Please complete and return it immediately after your Post's election which is to be held not more than sixty (60) days nor less than fifteen (15) days prior to the Department Convention which begins on June 3, 2024. This year those dates are May 4 and May 19. All Posts are required to report their Post Commander and Post Adjutant even if they have not changed.

FORM 990's: The rules have changed, and all Posts must annually file with the IRS regardless of its gross income. Beginning in 2008 small tax-exempt organizations that previously were not required to file tax returns must file an annual electronic notice Form 990-N, Electronic Notice (e-Postcard) for Tax Exempt Organizations not required to file Form 990 and 990EZ. This filing requirement applies to tax period beginning after December 31, 2006. Organizations that do not file will lose their tax-exempt status thereby making all income and donations taxable.

BASEBALL ENTRY FEES are due now. For a complete breakdown of Team fees and insurance PLEASE see: www.kansaslegion.org/baseball. These amounts made be paid online by May 15. NO fees will be accepted after May 15. Anyone interested in hosting a Zone Tournament should contact their District Baseball Chairman or Department Headquarters.

IN ORDER TO AVOID RECEIVING THE NEXT RENEWAL NOTICE ALL PAID MEMBERS' CARDS MUST BE IN THIS OFFICE BY APRIL 5, 2024.

IMPORTANT INFORMATION
FOR THE 2025
MEMBERSHIP YEAR

DEPARTMENT DUES
INCREASE EFFECTIVE
JULY 1, 2024

THE DEPARTMENT EXECUTIVE
COMMITTEE VOTED TO RAISE
DEPARTMENT DUES TO **\$40.00.**

EFFECTIVE JULY 1, 2024
DEPARTMENT DUES WILL BE
\$40.00 PER LEGION MEMBER.

KANSAS LIFE MEMBERS
WILL BE \$23.50

INFORMATION AND INSTRUCTIONS
FOR LEGIONNAIRES ATTENDING
THE AMERICAN LEGION LEADERSHIP COLLEGE
CLOUD COUNTY COMMUNITY COLLEGE - CONCORDIA, KANSAS
JUNE 7 - 9, 2024

1. SIGNS WILL BE OUT TO DESIGNATE THE EXACT ROUTE FROM THE HIGHWAYS LEADING TO THE COLLEGE REGISTRATION CENTER. THE SIGNS WILL READ "AMERICAN LEGION LEADERSHIP COLLEGE" OR "ALLC". REGISTRATION OFFICE OPENS AT 3:00PM, FRIDAY, JUNE 7, 2024.
2. EVERYONE IS ASKED TO ARRIVE AT CLOUD COUNTY COMMUNITY COLLEGE BETWEEN 3:00 AND 6:00PM ON FRIDAY, JUNE 7.
3. PLEASE PARK YOUR AUTOMOBILES IN THE PARKING AREAS MARKED FOR AMERICAN LEGION PARKING.
4. PLEASE INDICATE ON THE ENROLLMENT FORM IF YOU WILL NEED HOUSING AT THE COLLEGE OR GETTING YOUR OWN ROOM. WE CANNOT GUARANTEE HOUSING WILL BE PROVIDED IF YOU DO NOT INDICATE YOUR NEED FOR HOUSING WITH YOUR ENROLLMENT.
4. REGISTRATION INCLUDES AIR CONDITIONED DORM HOUSING. PLEASE BRING PILLOWS, SHEETS, BLANKETS, TOWELS, SOAP AND PERSONAL ITEMS.
5. COST IS JUST **\$85** PER PERSON AND INCLUDES 5 MEALS AND 2 NIGHTS LODGING BEGINNING WITH DINNER FRIDAY EVENING AND ENDING WITH SUNDAY BREAKFAST. PRICE INCLUDES DINNER SATURDAY NIGHT AT POST #76. SEND TO DEPARTMENT HEADQUARTERS. FOR THOSE NEEDING MEALS ONLY, THE COST IS \$45.00 FOR THE COMPLETE SESSION.
6. POST COMMANDERS, MEMBERSHIP CHAIRMEN, ADJUTANTS, CLUB MANAGERS, PUBLICITY CHAIRMEN, DISTRICT OFFICERS, NEW MEMBERS AND ALL INTERESTED LEGIONNAIRES ARE URGED TO ATTEND. AUXILIARY AND S.A.L. MEMBERS OVER 21 ARE ALSO WELCOME. POST ADJUTANTS SHOULD ATTEND TO LEARN OF CHANGES WITHIN MYLEGION.ORG & ETC.
7. DEADLINE FOR ENROLLING IS MAY 28.

JIMMIE L. FOSTER
DEPARTMENT ADJUTANT
THE KANSAS AMERICAN LEGION

