

The American Legion-Department of New York  
 1304 Park Blvd., Troy, NY 12180 518-463-2215

**National Commander's District Visitation Summary**

District # \_\_\_\_\_

Visitation Date: \_\_\_\_\_

District Contacts		
District Commander	Name	
	Home/Cell Phone & email	
Other / Committee Chairperson	Name	
	Home/Cell Phone & email	

Itinerary		
Event	Date/time	Location/Phone (include Zip codes)

Lodging			
Hotel/Motel	Name		
(include Zip code)	Address		
	Phone		
Arrival Date:		Departure Date:	
Has Reservation been confirmed?			

District Legion Provides the Following			
Indicate Yes or No for each	Room	Lunch	Dinner
<i>National Commander &amp; Guest</i>			
<i>National Commander's Aide</i>			
<i>NEC</i>			
<i>Department Commander</i>			
<i>Department Adjutant</i>			
<i>Dept Vice Cmdr.</i>			
<i>District Commander</i>			
<i>Department Commander Aide</i>			
<i>Department Photographer</i>			

**District Auxiliary Provides the Following**

	Indicate Yes or No for each		
	Room	Lunch	Dinner
<i>Auxiliary Department President &amp; Guests</i>			
<i>Auxiliary District President &amp; Guests</i>			
<i>Auxiliary District Chaplain &amp; Guests</i>			
<i>Auxiliary County President &amp; Guests</i>			

**District/County Squadron Provides the Following**

	Indicate Yes or No for each		
	Room	Lunch	Dinner
<i>Department Detachment Commander &amp; Guests</i>			
<i>Detachment Vice-Commander &amp; Guests</i>			
<i>District Detachment Commander &amp; Guests</i>			
<i>County SAL Commander &amp; Guests</i>			