

AMERICAN LEGION DEPARTMENT OF SOUTH CAROLINA
CONSTITUTION/BY-LAWS CHANGE INFORMATION

- 1 – Blank amendment change forms will be placed on the Department website as soon as possible after approval of the DEC.
- 2 – All amendments to the Department of South Carolina Constitution/By-Laws must be **at the Department HQ** no later than **February 6th 2025 by 5:30 pm** in their final version, including those amendments sent back to the post for review/change. **Any form received at the Department after this date will be sent back to the post with no further action taken.**
- 3 – The Department will accept Constitution/By-laws change forms from post as soon as the Department places them on the website.
- 4 – When the amendment is received by the committee and they vote to reject the amendment, it will be returned to the post, along with an explanation, for action provided there is sufficient time to correct and return to the Department by the **February 6th, 2025** deadline. **January 9, 2025 will be the last day that amendments will be received that can be returned to the post for possible corrections.**
- 5 – The committee will be meeting at designated times through the year to review each submitted form.
- 6 – The Department Executive Committee will be the final sole authority on the rejection of any amendment submitted. Rejected amendments will not go to the convention floor.
- 7 – All changes **must** be on the current year’s form. If an incorrect form is used, it will be returned to the post if time allows for correction, otherwise it will be returned to the post.
- 8 - **Both pages 1 & 2 of the amendment form must be completed and submitted for it to be accepted even if the amendment is being returned after correction.**
- 9 - Approved by Constitution/By-Laws committee July 16, 2024. By DEC Sept 7, 2024:

Post Use:

This is to certify that this change form was adopted by our post and is being sent to Department.

Certified By: _____ Printed Name: _____
(circle) Post Commander/Adjutant Signature

Submitted by American Legion Post: _____ Date Submitted: _____

Constitution/By-Laws Committee Use:

Amendment #: _____ Consolidated with: _____

Recommendation Vote Total: **Approved:** _____ **Approved as amended:** _____ **Consolidated:** _____ **Rejected:** _____

Received and Recorded: _____ **Referred:** _____

Referred to appropriate committee: _____ Date: _____

Return to Post with Recommendations: _____ Date: _____

Received at the Department: _____ Acted upon Date: _____

Chairman Signature: _____

DEC Approval (if Necessary) **Approval:** _____ **Rejected:** _____ **Return for further study:** _____

This is to certify that the above Constitution/By-Laws change was ratified by the Department Convention and if necessary, forwarded to National for action.

Date Department Adjutant



**AMERICAN LEGION
 DEPARTMENT OF SOUTH CAROLINA
 2025 OFFICIAL CONSTITUTION/BY-LAWS FORM
 RETURN TO DEPARTMENT HEADQUARTERS
 BY ***FEBRUARY 6, 2025*****



Amendment #: _____ Consolidated with: _____
 Recommendation Vote Total: Approved _____ Rejected _____ Received and Recorded _____
 Chairman's Signature: _____



**AMERICAN LEGION
DEPARTMENT OF SOUTH CAROLINA
2025 OFFICIAL CONSTITUTION/BY-LAWS FORM
RETURN TO DEPARTMENT HEADQUARTERS
BY ***FEBRUARY 6TH, 2025*****



This form and used to submit a Constitution or a By-laws amendment

format must be

(By Laws or Constitution) ARTICLE #

TITLE

Section #

Current Wording - the **entire section** shall be copied word for word from current Constitution or By-Laws. Words leaving the “current wording” will be ~~struckthrough with a single line~~. If it is a new paragraph / article that does not currently exist just put “NEW”

Proposed Wording - This is what you want the **entire section** of the constitution/By-laws changed to. Be very specific - changes shall be in **bold and new items underlined**. **What is placed here is how the new section will read if passed.**

Explanation - This is where you explain why your post thinks the amendment is important and why the Constitution or By-laws need to be changed. **If the remaining sections are not changed it should say so here.**

Any amendment submitted not on the proper form or in the proper format will be returned to the post for correction if time allows. If received after the February deadline and not in the proper format it will be returned to the post with no further action taken.